

Public Document Pack

MEETING:	Cabinet
DATE:	Wednesday, 27 January 2021
TIME:	10.00 am
VENUE:	THIS MEETING WILL BE HELD VIRTUALLY
PUBLIC WEB LINK:	https://barnsley.public-i.tv/core/portal/webcasts

AGENDA

1. Declaration of pecuniary and non-pecuniary interests
2. Leader - Call-in of Cabinet decisions

Minutes

3. Minutes of the previous meeting held on 13 January 2021 (Cab.27.1.2021/3)
(Pages 3 - 8)

Items for Noting

4. Decisions of Cabinet Spokespersons (Cab.27.1.2021/4)

Petitions

5. Petitions received under Standing Order 44 (Cab.27.1.2021/5)

Items for Decision/Recommendation to Council

Children's Spokesperson

6. Admission Arrangements for Community and Voluntary Controlled Primary and Secondary Schools 2022/23 (Cab.27.1.2021/6) (Pages 9 - 30)
7. Coordinated Scheme for the Admission of Pupils to Primary and Secondary to Schools 2022-23 (Cab.27.1.2021/7) (Pages 31 - 54)
8. Integrating the Local Area Special Educational Needs System: Barnsley Special Educational Needs Engagement and Participation Strategy (2020-22)
(Cab.27.1.2021/8) (Pages 55 - 92)

Joint Children's and Regeneration and Culture Spokespersons

9. Proposal to run a presumption competition to establish a new Primary School in the Royston area of the Borough (Cab.27.1.2021/9) (Pages 93 - 98)

To: Chair and Members of Cabinet:-

Councillors Houghton CBE (Chair), Andrews BEM, Bruff, Cheetham, Gardiner, Howard, Lamb and Platts

Cabinet Support Members:

Councillors T. Cave, Cherryholme, Franklin, Frost, McCarthy and Tattersall

Chair of Overview and Scrutiny Committee

Chair of Audit Committee

Sarah Norman, Chief Executive

Matt Gladstone, Executive Director Place

Melanie John-Ross, Executive Director Children's Services

Wendy Lowder, Executive Director Adults and Communities

Shokat Lal, Executive Director Core Services

Julia Burrows, Director Public Health

Neil Copley, Service Director Finance (Section 151 Officer)

Martin McCarthy, Service Director Governance, Member and Business Support

Garry Kirk, Service Director Legal Services

Michael Potter, Service Director Business Improvement and Communications

Katie Rogers, Head of Communications and Marketing

Anna Marshall, Scrutiny Officer

Corporate Communications and Marketing

Please contact Martin McCarthy on email governance@barnsley.gov.uk

Tuesday, 19 January 2021



MEETING:	Cabinet
DATE:	Wednesday, 13 January 2021
TIME:	10.00 am
VENUE:	THIS MEETING WILL BE HELD VIRTUALLY

MINUTES

Present Councillors Houghton CBE (Chair), Andrews BEM, Bruff, Cheetham, Gardiner, Howard, Lamb and Platts

Members in Attendance: Councillors T. Cave, Cherryholme, Franklin, Frost and Tattersall

40. Declaration of pecuniary and non-pecuniary interests

Councillor Tattersall declared a non-pecuniary interest as Berneslai Homes Board member in respect of Minute Number 52.

41. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 16 December 2020 had been called in.

42. Minutes of the previous meeting held on 16 December 2020 (Cab.13.1.2021/3)

The minutes of the meeting held on 16 December 2020 were taken as read and signed by the Chair as a correct record.

43. Decisions of Cabinet Spokespersons (Cab.13.1.2021/4)

The Record of Decisions taken by Cabinet Spokespersons under delegated powers during the weeks ending 4 and 18 December 2020 were noted.

44. Petitions received under Standing Order 44 (Cab.13.1.2021/5)

It was reported that no petitions had been received under Standing Order 44.

Core Services Spokesperson

45. Calculation of Council Tax Base 2021/22 (Cab.13.1.2021/6)

RECOMMENDED TO FULL COUNCIL ON 25 FEBRUARY 2021:-

- (i) that the calculation of the Council's Tax Base for the year 2021/22 be approved;
- (ii) that the Council Tax Base for the year 2021/22 shall be 65,226.24. This figure has been calculated in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012;

- (iii) that calculated in accordance with the above regulations the Council Tax Base for the year 2021/22 in respect of each Parish being listed in the table below:

Parish Area	Band D Equivalent Chargeable Properties	95% of Band D Equivalent Chargeable Properties
Penistone	4,407.90	4,187.51
Billingley	97.00	92.15
Great Houghton	653.50	620.83
Little Houghton	183.50	174.33
Shafton	942.70	895.57
High Hoyland	69.10	65.65
Hunshelf	163.80	155.61
Langsett	111.30	105.74
Cawthorne	617.90	587.01
Dunford	251.10	238.55
Gunthwaite and Ingbirchworth	298.30	283.39
Thurgoland	756.90	719.06
Tankersley	690.50	655.98
Wortley	304.20	288.99
Oxspring	465.90	442.61
Silkstone	1,213.10	1,152.45
Stainborough	164.00	155.80
Barnsley and other Non-Parish areas	57,268.50	54,405.01
Total	68,659.20	65,226.24

- (iv) that a premium of 300% (400% council tax charge) be applied to properties left empty and substantially unfurnished for longer than 10 years.

46. 2021/22 Business Rates - Calculation of the Authority's Local Share (Cab.13.1.2021/7)

RECOMMENDED TO FULL COUNCIL ON 25 FEBRUARY 2021:-

- (i) that the process for estimating the retained Business Rate Local Share for 2021/22, as set out in the report now submitted, be noted and that the 'local share' for Barnsley be agreed for £22.364M (excluding S31 Grants) in line with the Council's Medium-Term Financial Strategy (MTFS); and
- (ii) that the final submission be approved by the Service Director Finance - S151 Officer in consultation with the Cabinet Spokesperson for Core Services.

Joint Regeneration and Culture and Core Services Spokespersons

47. Housing Revenue Account - Draft 2021/22 Budget and Investment Proposals 2021-26 (Cab.13.1.2021/8)

RECOMMENDED TO FULL COUNCIL ON 4 FEBRUARY 2021:-

- (i) that the HRA Medium Term Financial Strategy (MTFS) as set out in Section 4 of the report submitted be noted;
- (ii) that the Housing Revenue Account Draft Budget for 2021/22 be approved, as outlined in Section 5, including the proposed revenue investments and savings, as outlined in Section 6, with any final amendments/additions being delegated to the Cabinet Spokespersons for Place and the Executive Director for Place in consultation with the Cabinet Spokesman for Core Services and the Service Director - Finance (S151);
- (iii) that a rent increase in line with the Government's rent policy be approved;
- (iv) that it be noted that there is no proposed change to non-dwelling rents, service charges and heating charges for 2021/22;
- (v) that the 2021/22 Berneslai Homes Management Fee at paragraph 7.7 be approved, with any final amendments/additions delegated to the Cabinet Spokespersons for Place and the Service Director, Regeneration and Culture in consultation with the Cabinet Spokesman for Core Services and the Service Director - Finance (S151);
- (vi) that the 2021/22 Berneslai Homes Management Fee for both Gypsy and Traveller Sites be approved and in respect of the ESF Grant, both of which are charged to the Authority's General Fund, detailed at paragraphs 7.8 and 7.9 respectively;
- (vii) that approval be given to the commitment to the decarbonisation of the Council house stock with an initial investment of £1.9M in 2021/22;
- (viii) that approval be given in principle, the proposed emerging capital priority schemes as detailed in Section 8, subject to individual reports as appropriate, in line with the Council's governance arrangements;
- (ix) that the Core Housing Capital Investment programme for 2021/22 be approved and that the indicative programme for 2022/23 through 2025/26, outlined in Section 8, be noted.

Regeneration and Culture Spokesperson

48. Goldthorpe Masterplan Framework (Round 1 Consultation) (Cab.13.1.2021/9)

RESOLVED:-

- (i) that the progress made in the development of the Draft masterplan framework for Goldthorpe, as detailed in the report now submitted, be noted, and;
- (ii) that the proposal to undertake a Community Consultation exercise planned to commence during January 2021 be approved.

Children's Spokesperson

49. Proposed opening of a new BMBC Managed Children's Residential Home (Cab.13.1.2021/10)

RESOLVED that Option 1 outlined in Paragraph 5.1 of the report now submitted for an additional 5 bed Local Authority residential unit to secure greater sufficiency and outcomes for Barnsley children be approved.

50. Exclusion of Public and Press (Cab.13.1.2021/11)

RESOLVED that the public and press be excluded from the meeting during consideration of the following items, because of the likely disclosure of exempt information as described by the specific paragraphs of Part I of Schedule 12A of the Local Government Act 1972 as amended, as follows:-

<u>Item Number</u>	<u>Type of Information Likely to be Disclosed</u>
12	Decommissioning of the Multi-Systemic Therapy Service - Paragraph (2) Information which is likely to reveal the identity of an individual.
13.	Homeless and Rough Sleeper Plan - Acquisition of Cluster Accommodation and Recruitment of Intensive Housing Management Team - Paragraph (3) Information relating to the financial or business affairs of any particular person (including the authority holding that information)

51. Decommissioning of the Multi-Systemic Therapy Service (Cab.13.1.2021/12)

RESOLVED:-

- (i) that the outcome of the review of Barnsley's Multi-Systemic Therapy Service, as detailed in the report now submitted, be noted;
- (ii) that approval be given for the de-commissioning of the Multi-Systemic Therapy Service with effect from 14 February 2021;
- (iii) that approval be given for the financial resources currently allocated to this Service to be re-invested elsewhere in the Children's Services system in supporting vulnerable children between 2021-2023; and
- (iv) that approval be given for the financial resources to be offered up as part of the Medium-Term Financial Strategy as part of Children's Services future cost savings in 2023/24.

Cabinet Spokesperson without Portfolio

Joint Adults and Communities and Regeneration and Culture Spokesperson

52. Homeless and Rough Sleeper Plan - Acquisition of Cluster Accommodation and Recruitment of Intensive Housing Management Team (Cab.13.1.2021/13)

RESOLVED:-

- (i) that the direction of travel established in the Homelessness and Rough Sleeper Recovery Plan, as detailed in the report, be agreed and the incremental delivery of the key elements contained within it;
- (ii) that the Corporate Asset Manager be authorised to agree Heads of terms for the acquisition of a suitable property to repurpose as accommodation to help meet the needs of Barnsley's long-term rough sleepers;
- (iii) that the Service Director Legal Services be authorised to complete the acquisition of the property, subject to the necessary planning consent being achieved as necessary;
- (iv) that recruitment into the "core team" to provide intensive housing management and support to those in housing crisis and threatened with rough sleeping in the borough be endorsed; and
- (v) that the re-allocation of capital and revenue to meet housing needs identified when Holden House was decommissioned into the purchase and repurposing of the identified suitable property be endorsed.

.....
Chair

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BARNSELY METROPOLITAN BOROUGH COUNCIL

This matter is a Key Decision within the Council's definition and has been included in the relevant Forward Plan

REPORT OF THE EXECUTIVE DIRECTOR (CHILDREN'S SERVICES) TO CABINET

Admission Arrangements For Community And Voluntary Controlled Primary And Secondary Schools For The 2022-2023 School Year

1. PURPOSE OF REPORT

- 1.1 This report seeks approval for the policy for the admission arrangements for community and voluntary controlled primary and secondary schools for the 2022-2023 school year. There are no proposed changes to the arrangements of the previous year.

2. RECOMMENDATIONS

- 2.1 **It is recommended that the proposed policy be approved in order to ensure compliance with legislation.**

3. INTRODUCTION

- 3.1 The Council is the admissions authority for all maintained community and voluntary controlled schools within the Borough.
- 3.3 Admission authorities determine the admission arrangements for the school(s) for which they have responsibility. A report is submitted to Cabinet on an annual basis to approve the admission arrangements for maintained community and voluntary controlled schools within the Borough for the admission year. Local Authorities must determine the admission arrangements each year even if no consultation has been required.
- 3.4 This fulfils the requirement in Section 89 of the School Standards & Framework Act 1998.
- 3.5 The determination of the admission arrangements must be finalised no later than 28th February in the determination year ie. by 28th February 2021.

4. PROPOSAL AND JUSTIFICATION

- 4.1 The draft policy is fully compliant with the requirements of the School Admissions legislation which sets out the statutory duties of the Local Authority.

5. CONSIDERATION OF ALTERNATIVE APPROACHES

5.1 Not applicable to the statutory duty to admission arrangements for admission to school

6. IMPLICATIONS FOR LOCAL PEOPLE/SERVICE USERS

6.1 There are no specific area implications arising from this report. The scheme provides a consistency of approach across Barnsley and ensures compliance with appropriate legislation.

7. FINANCIAL IMPLICATIONS

7.1 There are no direct implications arising from this report.

8. EMPLOYEE IMPLICATIONS

8.1 There are no direct implications arising from this report.

9. LEGAL IMPLICATIONS

9.1 There are no specific implications arising from this report and the scheme is fully compliant with legislation, ensuring that the Council is meeting obligations in relation to statutory requirements.

10. CUSTOMER AND DIGITAL IMPLICATIONS

10.1 There are no implications arising from this report.

11. COMMUNICATIONS IMPLICATIONS

11.1 There no implications arising from this report.

12. CONSULTATIONS

12.1 Formal consultation has not been required in accordance with legislation and Codes of Practice which specifies that consultation only need be undertaken every 7 years if there are no changes.

13. THE CORPORATE PLAN AND THE COUNCIL'S PERFORMANCE MANAGEMENT FRAMEWORK

13.1 No issues to report.

14. PROMOTING EQUALITY, DIVERSITY AND SOCIAL INCLUSION

14.1 The proposed policy complies with legislation and is fair and transparent across the Borough for all service users.

15. TACKLING THE IMPACT OF POVERTY

15.1 Not applicable to this report.

16. TACKLING HEALTH INEQUALITIES

16.1 Not applicable to this report.

17. REDUCTION OF CRIME AND DISORDER

17.1 Not applicable to this report.

18. RISK MANAGEMENT ISSUES

18.1 The proposed policy is fully compliant with the School Admissions Code and legislation.

18.2 Failure by the Authority to comply with the requirements of the legislation would be a breach of the Authority's statutory duty. Failure to comply may result in an objection being made to the Schools Adjudicator or a complaint to the Secretary of State.

19. HEALTH, SAFETY AND EMERGENCY RESILIENCE ISSUES

19.1 There are no implications arising from this report.

20. COMPATIBILITY WITH THE EUROPEAN CONVENTION ON HUMAN RIGHTS

20.1 The scheme is compatible with the European Convention on Human Rights and helps fulfil the right to education within the Convention.

21. CONSERVATION OF BIODIVERSITY

21.1 There are no implications arising from this report.

22. GLOSSARY

None

23. LIST OF APPENDICES

Appendix 1: Admission arrangements for community and voluntary controlled primary and secondary schools (2022/23)

24. BACKGROUND PAPERS

School Admissions Code 2014

Draft Admission Arrangements for Primary and Secondary Schools 2022-2023

Section 89 of the School Standards and Framework Act 1998 as amended

Schedule 4 to the Education Act 2002

The School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012

The Education (Relevant Areas for Consultation on Admission Arrangements) Regulations 1999.

Admission to School - Advice to Parents Booklets 2021-2022

Background papers can be inspected by contacting the School Admissions Section, Directorate People.

If you would like to inspect background papers for this report, please email governance@barnsley.gov.uk so that appropriate arrangements can be made

Report author: Beverley Sadler

Financial Implications/Consultation



Joshua Amahwe (15/01/2020)

.....
*(To be signed by senior Financial Services officer
where there are no financial implications)*

Document type: Policy

**Admission
Arrangements
for
Community and
Voluntary Controlled
Primary and
Secondary Schools
2022-2023**



BARNSLEY
Metropolitan Borough Council

*Published by: Beverley Sadler
October 2020*

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Introduction

Barnsley Authority is the admissions authority for all community and voluntary controlled schools within the administrative area of Barnsley and these admission arrangements only apply to these schools.

A list of schools is provided at Annex 1 with their admission numbers.

Admission to all the Authority's schools is into the Relevant Year Group which is:
Reception Year group in primary schools;
Year 7 in secondary schools.

Schools are required to admit children up to their admission number in the Relevant year group.

Attendance at a nursery unit attached to a primary school does not guarantee a place at that school.

The Authority does not operate defined communities (catchment areas) or feeder primary schools for allocating places in secondary schools.

Nothing in these arrangements relates to:

- (i) the admission to the sixth form at Penistone Grammar School;
- (ii) voluntary aided schools, trust schools, Academies
- (iii) any school which becomes their own admission authority following the determination of these admission arrangements

The Governing Bodies of these schools are the admission authority for their respective arrangements.

The time table for the normal admissions round is given at Annex 2.

Definition of the normal admission round is the process by which:

- a) an application for the admission of a child to a relevant age group at a school is submitted in accordance with the requirements of the scheme;
- b) that application is considered by the relevant admission authority for the school in determining, in accordance with the school's admission arrangements, the order of priority in which the application is ranked; and
- c) a determination relating to that application is communicated to the parent on the offer day.

¹ The scheme referred to is a scheme adopted by a local education authority to co-ordinate the admissions process. Details of the scheme to be adopted in Barnsley is contained in the document: Co-ordinated scheme for the Admission Arrangements for pupils to Primary and Secondary Schools 2021-2022.

A Date of Admission to Primary and Infant Schools

Although the law does not require children to be admitted to school until the beginning of the term following their fifth birthday, (compulsory school age), the School Admissions Code makes provision for all children to be admitted to school in the September following their 4th birthday.

Parents will be able to access this entitlement through one of the following options.

Option 1

Full-time in the Reception Year from 1 September following the child's 4th birthday.

Option 2

Part-time in the Reception Year from 1 September following the child's fourth birthday.

Option 3

Part-time in an early years setting.

B Deferred Entry to Primary Schools

- 1 Where the Authority offers a place at a primary or infant school, a parent who accepts that school place can defer entry to that school until the term after the child's fifth birthday.
- 2 There may be Spring and Summer Term admissions as a result of parents who have deferred their child's entry.
- 3 The deferred place at that school will be held for that child and will not be available to be offered to another child.
- 4 The deferred place must be taken up during the same school year for which the offer of the place was made and accepted.
- 5 Entry to a school cannot be deferred to:
 - a) the next academic year; or
 - b) beyond the beginning of the term following the child's fifth birthday.

C Summer Born Children

- 1 Parents of summer born children, (those born from 1 April to 31 August) can request that their child delays entry to Reception year group for a year.
- 2 The child would then be admitted into Reception Year group in the following year when other children in they age range are beginning Year 1.
- 3 Parents must write to the Admissions Team requesting this, and providing any information in support of their request.
- 4 A decision is taken by the Admission Authority based on the circumstances of the case and in the best interests of the child.

D Admission of Children Outside of Their Normal Age Group

- 1 Parents of gifted and talented children, summer born children, or those who have experienced problems or missed part of a year, for example due to ill health, can seek places outside their normal age group.
- 2 A determination on the exceptional circumstances will be made by the Authority based on the information provided by the parent.
- 3 Where the decision is to refuse admission there is no right of appeal if the child is offered a place in another year group in the school.

E Children of UK Service Personnel

- 1 For families of service personnel with a confirmed posting to their area, or crown servants returning from overseas the admission authority must:
 - a) allocate a place in advance of the family arriving in the area provided the application is accompanied by an official letter declaring a relocation date and a Unit postal address or quartering area address when considering the application against oversubscription criteria.

F Oversubscription Criteria

- 1 Where the number of applications for a primary or secondary school received during the normal admissions round exceeds the admission number of the school, or an admission limit set higher than the admission number, then admission will be determined in accordance with the following priority of admission criteria:

Children who have a Statement of Special Educational Need which names the school are required to be admitted.

First, Looked After Children and previously Looked After Children;

Second, to children with brothers and/or sisters attending the school on the proposed date of admission;

Third, to children living nearest the school; the distance to be measured by a straight line between the centre point of the child's ordinary place of residence and the main entrance to the school building.

- 2 The child's ordinary place of residence will be deemed to be a residential property at which the person or persons with parental responsibility for the child resides at the closing date for receiving applications for admission to school.

Where parental responsibility is held by more than one person and those persons reside in separate properties, the child's ordinary place of residence will be deemed to be that property at which the child resides for the greater part of the week including weekends.

Where responsibility for a child is shared evenly, the person receiving Child Benefit is deemed to be the person responsible for completing application forms, and whose address will be used for admissions purposes.

- 3 For the sibling criterion to be applicable one of the following conditions must exist:

- a) brother and/or sister to be permanently resident at the same address;
- b) stepbrother and/or stepsister to be permanently resident at the same address (to include half brothers/sisters).

- 4 A 'looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social care functions at the time of making an application to the school.

Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).

G Expressing a Preference for Admission to the Relevant Year Group

- 1 This procedure applies to admission for the Reception Year in either a primary school (age range 5-11) and to Year 7 in a secondary school.
- 2 For admission to the Reception Year Group or Year 7 parents will be invited to express three preferences for those schools at which they wish their child to receive education.
- 3 Preferences will be made via the online admissions system or on the common application form.
- 4 The application will provide three spaces in which parents can state their preferences in rank order, and give reasons for those preferences.*1
- 5 For primary applications, the common application form for admission to school during the normal admissions round will be handed in to the school ranked first on the common application form. For secondary schools the completed form will be handed in to the child's current primary school. Forms can also be submitted through the Council Website using the Online Admissions System, which is the preferred method of application recommended to parents.
- 6 Applications must be submitted by the closing dates of 31st October 2021 for secondary schools and by 15th January 2022 for primary schools.

H Single Offer of a School Place

- 1 All preferences for individual schools will be treated equally.
- 2 For each preference expressed the Authority will determine whether the child is eligible for admission.
- 3 Where a preference is expressed for a primary or secondary school which is oversubscribed the Authority will apply the priority of admission oversubscription criteria.
- 4 The Authority will make a single offer of a school place for the highest ranked preference where the child is eligible for admission to school.
(see Annex 3)

- 5 For children not resident in Barnsley, the offer of a place will be made by the Authority in which the child resides.
- 6 The Authority will only make a single offer of a school place.
- 7 The offer of a place to a parent will be communicated to the parent on the offer day of 16 April 2022 for primary schools and 1 March 2022 for secondary schools.
- 8 No acknowledgement of an offer will be required from the parent where they accept that offer of a place.
- 9 However, where a parent declines the offer of a place made to them by the Authority they must inform the Authority within 10 working days from the date of receipt of the letter.
- 10 Where the Authority cannot make a single offer for any of the preferences expressed by a parent resident in Barnsley, an offer will be made to the parent for the nearest community or voluntary controlled school in Barnsley with places available to the child's ordinary place of residence. This may also include a voluntary aided school or academy.

For definition of 'nearest' and 'ordinary place of residence' see Section D points (1) and (2).

- 11 The offer of a place under point 10 will be done after the offers made for all other preferences to schools, and before the offer day.
- 12
 - a) Where a place has been allocated and the parent declines that place and requires a place at a school ranked lower on the original common application form, the parent must notify the Authority in writing.
 - b) Where a place has been allocated and the parent declines that place and requires a place at a school not originally named by the parent, the parent will be required to complete another application.

The allocated place will remain assigned to the child until such time as the parent accepts an offer for another school.

- 13 Where an application submitted by a parent contains fewer than three preferences it will be dealt with under the same criteria as one which contained three.
- 14 In the case where a parent fails to complete and submit an application form they will not receive a single offer of a school place on National Offer Day.

I Late Applications

- 1 Late applications received for primary schools after 15 January 2022 by the Authority will be considered after the determination of the single offer of a school place for those common application forms received by 15 January.
- 2 Late applications for secondary school received by the Authority up to 30 November 2021 will be included in the offer of places made on the offer day.
- 3 Late applications for secondary schools received after 30 November by the Authority will be considered after the determination of the single offer of a school place for those common application forms received by 30 November.

J Waiting Lists

- 1 The Authority will establish a waiting list for all schools where the number of applications for those schools has exceeded the places available in the relevant year group.
- 2 Names of children will automatically be placed on the waiting list for a school where they have not been offered a place where that school is ranked above that at which a place has been offered to the parent.
- 3 Parents will have the right to request their child's name placed on the waiting list for a school where they have not been offered a place which is ranked lower than that at which they have received a single offer of a school place.
- 4 A vacancy arises in Reception Year and Year 7 only when the number of allocations to a particular school falls below the admission number (or a higher admission limit where one has been set). Any vacancy which arises in Year R or Year 7 following allocation of places will be filled from the waiting list.
- 5 The waiting list will be established on the offer day and be maintained up to the end of the Autumn Term in the admission year.
- 6 The waiting list is determined according to the Authority's priority of admission oversubscription criteria.
- 7 Following the offer day should an application be received for a school where the pupil has a higher priority, as determined by the admissions criteria for a place at the school, they will be placed on the waiting list above those with a lower priority.

- 8 Parents who intend to appeal against the Authority's decision not to offer a place at a preferred school(s) should do so irrespective of having their child's name placed on the waiting list.
- 9 For those parents who proceed to an independent appeal, no consideration is given to a child's position on the waiting list.

K False Information

- 1 Where the Authority has made a single offer of a place at a school on the basis of a fraudulent or intentionally misleading application from a parent, which has effectively denied a place to a child with a stronger claim to a place at the school, the offer of a place will be withdrawn.
- 2 Where a child starts attending the school on the basis of fraudulent or intentionally misleading information the place may be withdrawn depending on the length of time that the child has been at the school. Where a place or an offer has been withdrawn the application will be re-considered and an independent appeal offered where the child is not re-admitted to the school.
- 3 Where it is established that the place was obtained on the basis of fraudulent or intentionally misleading application and the child continues to attend the school, the sibling criterion will cease to apply in the event of the parent making an application to the same school on behalf of a younger child in the family.

L Appeals Against the Authority's Decision Not to Offer A School Place

- 1 Any parent whose child is not offered a school place for which they have expressed a preference has the right to an independent appeal.
- 2 The right of an independent appeal applies to all preferences expressed.
- 3 Parents who intend to make an appeal must submit a Notice of Appeal to the Authority within 20 school days of receiving the offer letter.
- 4 Normally appeal hearings will be held within 40 school days of the closing date for receiving the notice of appeal.
- 5 For twice excluded pupils see section N.

M No Common Application Form Received for Children Resident in Barnsley

- 1 On 1 July 2022 the Authority will identify children for whom no common application form has been received.
- 2 These parents will be contacted to determine whether they intend to apply for a maintained school in any local education authority area.
- 3 Where parents inform the Authority that their child will be attending a school not maintained by a local education authority (private/independent) no place will be allocated to the child.
- 4 All other children not included under Part 3 will be allocated a place as follows:
 - a) where subsequently a common application form is submitted – a single offer of a school place will be made in accordance with the admission arrangements;
 - b) where no common application form is received – a place will be allocated to the child at the nearest community and voluntary controlled school in Barnsley with places available to their normal place of residence.

N Applications for Admission to Schools Outside the Normal Admissions Round

- 1 Where applications are received for admission to school following the offer day they will be dealt with as follows:
 - a) admission where the year group is below the admission number (or higher admission limit where one has been set).

The parent will be offered a place
 - b) admission where the year group is above the admission number (or higher admission limit where one has been set).
 - (i) where the Authority determines that there would not be prejudice to the provision of efficient education or the efficient use of resources by the admission the parent will be offered a place.
 - (ii) where the Authority determines that there would be prejudice to the provision of efficient education or the efficient use of resources by the admission the parent will not be offered a place.

The prejudice referred to under b(ii) may arise by reason of measures required to be taken in order to ensure compliance with the duty imposed on the Authority to comply with the statutory limit on infant class sizes.

- 2 Where the admission is for Years 8-11 inclusive and the pupil is deemed to be a pupil with challenging behaviour the Authority can determine not to offer a place even though there may be places available in the appropriate year group because to do so would prejudice the provision of efficient education or the efficient use of resources.

This will be where the school to which the application is made has a particularly high concentration of pupils with challenging behaviour and where either:

- a) it is under special measures or has recently come out of them (within the last two years); or
 - b) it has been identified by OFSTED as having serious weaknesses; or
 - c) it is subject to a formal warning notice; or
 - d) it is a Fresh Start school;
 - e) or it is a secondary school, less than 25% of whose pupils are achieving 5 or more GCSEs at grades A* - C.
- 3 Where a parent is not offered a place at a school outside of the normal admission round they have the right to an independent appeal.

O Twice Excluded Pupils

- 1 Where a child has been permanently excluded from two or more schools parents can express a preference for a school place, but the requirement to comply by the Authority does not apply.
- 2 Where the Authority does not comply with a parent's preference, the parent does not have the right of an independent appeal.
- 3 Where a child has been permanently excluded from two or more schools this provision applies to them during the period of two years beginning with the date on which the latest of those exclusions took effect.

P Distance Criterion : Tie Break

- 1 Where the offer of the remaining place in the relevant year group could be made to the parent of eligible multiple siblings, resident at the same address, it will be for the parent to determine for which sibling the single offer of the school place will be made.

- 2(a) Where the offer of the remaining place in the relevant year group could be made for a number of eligible children resident equi-distant from the school the determination of the single offer will be by Random Allocation.
- (b) The Random Allocation will:
- (i) be independently supervised by a representative of the Council Governance Department;
 - (ii) take place on a date and at a time notified in advance to the participating parents so that they can attend as witnesses.

ANNEX 1

Community and Voluntary Controlled Schools

NAME OF SCHOOL	ADMISSION NUMBER
Athersley North	40
Barugh Green	45
Birdwell	30
Birkwood	40
Brierley	30
Burton Road	45
Cawthorne	20
Cherry Dale	40
Dearne Goldthorpe	40
Gawber	30
Greenfield	40
Hoylandswaine	20
Jump	30
Joseph Locke	60
Keresforth	30
Lacewood	30
Ladywood	30
Milefield	45
Millhouse	20
Oxspring	20
Shawlands	40
Silkstone	30
Silkstone Common	20
Springvale	30
Summer Lane	40
Thurgoland	30
Thurlstone	25
Wilthorpe	60
Secondary Schools	
Penistone Grammar	320

ANNEX 2

Time table for admission to primary school

Closing date for receiving applications	15 January 2022
Offer day	19 April 2022
Appeals completed	End of Summer Term 2022

Time table for admission to secondary school

Closing date for receiving applications	31 October 2021
Offer day	1 March 2022
Appeals completed	End of Summer Term 2022

ANNEX 3

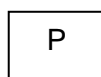
Criteria for the offer of a single place at a primary, infant, junior or secondary school

- 1 A resident in Barnsley will only receive a single offer of a school place at any primary, infant, junior or secondary school if they have completed a common application form.
- 2 Parents are to express three preferences for the primary, infant or secondary school or one preference for the junior school they wish their child to attend and list them in rank order.
- 3 All three preferences will be treated equally by the Authority.
- 4 Where a preference meets the criteria for a school the child becomes eligible for a potential offer.
- 5 Where there is only one potential offer, that will be the single offer of a school place at a primary, infant, junior or secondary school made to the parent on the offer day.
- 6 Where there are two or three potential offers, the ranking of the expressed preferences on the common application form will be used to determine which of those potential offers becomes the single offer of a place.

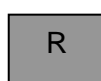
1st	School A
2nd	School B
3rd	School C

Preferred Schools in rank order		Outcomes							
		1	2	3	4	5	6	7	*8
1st	School A	P ✓			P ✓	P ✓	P ✓		
2nd	School B	P	P ✓		P			P ✓	
3rd	School C	P	P	P ✓		P			

Key



Places available – child eligible for admission and therefore a potential offer



School oversubscribed – child not eligible for admission based on priority of admission criteria

✓ Highest ranked preference available for which the single offer of a school place will be made

*See section F9

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BARNSELY METROPOLITAN BOROUGH COUNCIL

This matter is a Key Decision within the Council's definition and has been included in the relevant Forward Plan

REPORT OF THE EXECUTIVE DIRECTOR (CHILDREN'S SERVICES) TO CABINET

Co-ordinated Scheme for the Admission of Pupils to Primary and Secondary Schools 2022-2023

1. PURPOSE OF REPORT

- 1.1 This report seeks approval for the co-ordinated scheme for admission to primary and secondary schools for the 2022-2023 school year.

2. RECOMMENDATIONS

- 2.1 **It is recommended that the proposed scheme be approved in order to ensure compliance with legislation.**

3. INTRODUCTION

- 3.1 The Council is the admissions authority for all maintained community and voluntary controlled schools within the Borough.
- 3.2 Co-ordination of admission schemes between different admission authorities is a statutory requirement on the local authority and is a mechanism for ensuring the single offer of a school place on the same day where a parent has completed a common application form.
- 3.3 A report is submitted to Cabinet on an annual basis to approve the coordination of admission arrangements for the admission year.

4. PROPOSAL AND JUSTIFICATION

- 4.1 The draft scheme is fully compliant with the requirements of the School Admissions legislation which sets out the statutory duties of the Local Authority.

5. CONSIDERATION OF ALTERNATIVE APPROACHES

- 5.1 Not applicable to the statutory duty to determine a co-ordinated scheme for admission to primary and secondary schools.

6. IMPLICATIONS FOR LOCAL PEOPLE/SERVICE USERS

- 6.1 There are no specific area implications arising from this report. The scheme provides a consistency of approach across Barnsley and ensures compliance with appropriate legislation.

7. FINANCIAL IMPLICATIONS

- 7.1 There are no direct implications arising from this report.

8. EMPLOYEE IMPLICATIONS

- 8.1 There are no direct implications arising from this report.

9. LEGAL IMPLICATIONS

- 9.1 There are no specific implications arising from this report and the scheme is fully compliant with legislation, ensuring that the Council is meeting obligations in relation to statutory requirements.

10. CUSTOMER AND DIGITAL IMPLICATIONS

- 10.1 There are no implications arising from this report.

11. COMMUNICATIONS IMPLICATIONS

- 11.1 There no implications arising from this report.

12. CONSULTATIONS

- 12.1 Consultation has been carried out in accordance with statutory requirements.

13. THE CORPORATE PLAN AND THE COUNCIL'S PERFORMANCE MANAGEMENT FRAMEWORK

- 13.1 Compliant with all requirements.

14. PROMOTING EQUALITY, DIVERSITY AND SOCIAL INCLUSION

- 14.1 The proposed policy complies with legislation and is fair and transparent across the Borough for all service users.

15. TACKLING THE IMPACT OF POVERTY

- 15.1 Not applicable to this report.

16. TACKLING HEALTH INEQUALITIES

- 16.1 Not applicable to this report.

17. REDUCTION OF CRIME AND DISORDER

17.1 Not applicable to this report.

18. RISK MANAGEMENT ISSUES

18.1 The proposed scheme is fully compliant with the School Admissions Code and legislation.

18.2 Failure by the Authority to comply with the requirements of the legislation would be a breach of the Authority's statutory duty. Failure to comply may result in an objection being made to the Schools Adjudicator or a complaint to the Secretary of State.

19. HEALTH, SAFETY AND EMERGENCY RESILIENCE ISSUES

19.1 There are no implications arising from this report.

20. COMPATIBILITY WITH THE EUROPEAN CONVENTION ON HUMAN RIGHTS

20.1 The scheme is compatible with the European Convention on Human Rights and helps fulfil the right to education within the Convention.

21. CONSERVATION OF BIODIVERSITY

21.1 There are no implications arising from this report.

22. GLOSSARY

None

23. LIST OF APPENDICES

Appendix 1: Co-ordinated Scheme for the admission arrangements of pupils to primary and secondary schools (2022/23)

24. BACKGROUND PAPERS

School Admissions Code 2014

Draft Co-ordinated Scheme for Primary and Secondary Schools 2022-2023

Section 89 of the School Standards and Framework Act 1998 as amended
Schedule 4 to the Education Act 2002

The School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012

The Education (Relevant Areas for Consultation on Admission Arrangements) Regulations 1999.

Admission to School - Advice to Parents Booklets 2021-2022

Background papers can be inspected by contacting the School Admissions Section, Directorate People.

If you would like to inspect background papers for this report, please email governance@barnsley.gov.uk so that appropriate arrangements can be made

Report author: Beverley Sadler

Financial Implications/Consultation



Joshua Amahwe (15/01/2021)

.....
*(To be signed by senior Financial Services officer
where there are no financial implications)*

**Co-ordinated Scheme
for the
Admission
Arrangements
for Pupils to
Primary and
Secondary Schools
2022-2023**



BARNSLEY
Metropolitan Borough Council

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INTERPRETATION

In this scheme -

“The Authority” means Barnsley Metropolitan Borough Council acting in their capacity as local authority;

“admission authority” in relation to a community or voluntary controlled school means the Authority and, in relation to a voluntary aided school, trust school or Academy means the governing body of that school;

“admission arrangements” means the arrangements for a particular school or schools which govern the proceedings and decision making for the purposes of admitting pupils to the school.

National Offer days: the days determined by legislation on which the decision to offer or refuse a child admission to a school of their preference will be communicated to parents.

Within this Scheme, any reference to a ‘school’ includes the following:

- community and voluntary controlled schools;
- voluntary aided schools;
- trust schools;
- academies;
- free schools;
- foundation schools.

Introduction

For the school year 2022-2023 the Authority will be co-ordinating the admission to school arrangements with these local authorities which share a border with Barnsley:

Kirklees
Wakefield
Doncaster
Rotherham
Sheffield

There is no cross border movement of pupils between Barnsley and Derbyshire due to the geographical locations, and full co-ordination with Derbyshire is therefore not necessary.

The co-ordinated scheme for admission to primary and secondary school is a mechanism that will enable the Authority to determine between potential offers of a school place at more than one school, which is the single offer of a school place that will be offered to a Barnsley resident.

Eligibility for admission to a school is determined by the respective admissions authority. These are:

- i) for community and voluntary controlled schools in Barnsley, the Local Authority;
- ii) for voluntary aided schools, trust schools, free schools, foundation schools and Academies, the respective Governing Bodies.
- iii) for schools in the five neighbouring local authorities, the respective Authority or governing body .

Definition of the normal admission round is the process by which:

- a) An application for the admission of a child to a relevant age group at a school is submitted in accordance with the requirements of the scheme.
- b) That application is considered by the relevant admission authority for the school determining, in accordance with the school's admission arrangements, the order of priority in which the application is ranked; and
- c) A determination relating to that application is communicated to the parent on the offer day.

A potential offer of a school place is where the pupil is eligible for admission to that school.

The co-ordinated scheme will enable the Authority to manage all applications for admission to school in the following way.

Barnsley residents

To determine for children resident in Barnsley a single offer of a school place from potential offers at schools in Barnsley and/or any other local authority.

Non-Barnsley residents

The scheme will not determine a single offer of a school place to a child living in another local authority area, it will be the Authority's admission to school policy which will determine the child's eligibility for admission and consequently a potential offer.

This potential offer will be communicated to the child's home Authority and through that Authority's scheme the single offer of a school place will be communicated to the parent.

The single offer of a school place

The Authority will be the body that makes the single offer of a place to Barnsley residents as follows:

- a) for community and voluntary controlled schools where the Authority is the admissions authority;
- b) on behalf of the VA schools, trust schools, Academies, free schools, foundation schools
- c) on behalf of any primary or secondary school maintained by another local authority.

The single offer of a school place will be communicated to parents on 16 April 2021 for primary schools and 1 March 2021 for secondary schools.

Under the co-ordinated scheme the local authority responsible for the area in which the parent and child reside is known as the home authority.

Dates

Where any date specified in this scheme falls on a Saturday, Sunday, Good Friday or any day which is a recognised bank holiday, any action which is stated to be undertaken on that day will occur on the next working day.

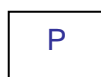
A The co-ordinated scheme

- 1 A parent resident in Barnsley will express three preferences in rank order.
- 2 All three preferences will be treated equally by the Authority.
- 3 Where a preference meets the criteria for a school the child becomes eligible for a potential offer.
- 4 Where there is only one potential offer, that will be the single offer of a school place at a school made to the parent on the offer day.
- 5 Where there are two or three potential offers, the ranking of the expressed preferences on the common application form will be used to determine which of those potential offers becomes the single offer of a school place.

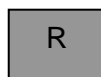
1st	School A
2nd	School B
3rd	School C

Preferred Schools in rank order		Outcomes							
		1	2	3	4	5	6	7	8
1st	School A	P ✓			P ✓	P ✓	P ✓		
2nd	School B	P	P ✓		P			P ✓	
3rd	School C	P	P	P ✓		P			

Key



Places available – child eligible for admission and therefore a potential offer



School oversubscribed – child not eligible for admission based on priority of admission criteria

- ✓ Highest ranked preference available for which the single offer of a school place will be made

- 6 Where the Authority cannot make a single offer for any of the preferences expressed by a parent resident in Barnsley – outcome 8, a place will be allocated to the child at the nearest community or voluntary controlled school in Barnsley with places available, to their normal place of residence. This allocation *may* also include a voluntary aided school or academy.

B Applying for a school place

- 1 Applications for admission to a school in Barnsley or any other local authority area from a parent resident in Barnsley must be made via the Barnsley online system or on the Barnsley common application form.
- 2 Applications for Barnsley schools from parents resident in another local authority area must be made on that Authority's common application form.
- 3 Parents will be invited to state on their application three preferences for schools in rank order and give reasons for those preferences.
- 4 For Barnsley residents the recommended process of application is via the online admissions system accessible from the Council website. Alternatively, a common application form for primary schools must be handed in to the school ranked first on the common application form. Application forms for secondary schools must be handed in to the child's current primary school or directly to the Local Authority if the child's primary school is in another authority.
- 5 For children not resident in Barnsley the common application form must be returned to the home authority's admissions service.
- 6 Applications must be received by the closing date of 15 January 2022 for primary schools and 31st October 2021 for secondary schools.

C Procedure

- 1 The closing date for the receipt of the common application form is **15 January 2022 for primary schools and 31st October 2021 for secondary schools.**
- 2 **PRIMARY SCHOOLS**
By **7 February 2022** the Authority will:
 - a) have sent to other LAs details of applications where a school maintained by them is named by a parent;
 - b) have sent to oversubscribed VA, trust, foundation schools and Academies, details of applications where that school is named by the parent;
 - c) have received from other LAs copies of their common application forms where a Barnsley school is named by a parent resident in their respective areas.
- 3 By **13 March 2022** the Authority will have
 - (a) received the eligibility lists for own admission authority schools
 - (b) a list of potential offers for undersubscribed own admission authority schools

- 4 By **13 March 2022** the Authority will have determined eligibility for those schools for which it is the admission authority.

Where a child is eligible for admission to more than one Barnsley school the Authority will apply the scheme to determine the single offer of a school place.

Where an application has been received from a resident in a neighbouring local authority, that authority will be informed of the outcome of the application.

Where a Barnsley resident has applied for a place at a school maintained by a neighbouring local authority, that authority will inform Barnsley of the outcome of that application.

- 5 By **20 March 2022** the Authority applies the scheme for a second time to take account of those offers made by neighbouring LAs to Barnsley resident.
- 6 By **20 March 2022** Barnsley and the neighbouring LAs will exchange information on which offers of school places in their respective authorities are to be accepted.

This exchange of information will allow Barnsley to identify vacancies at its schools.

- 7 By **20 March 2022** the Authority will allocate to vacant places at schools where it is reasonable and practicable to do so.

In addition for those applications from Barnsley residents where none of the three preferences can be met a place will be allocated to the child in accordance with D1.

- 8 On **19 April 2022** Barnsley residents will be sent the single offer of a school place as determined by the co-ordinated scheme. On the same day all Barnsley primary schools will be sent a list of those children whose parents have been sent a single offer of a school place at their respective schools.

SECONDARY SCHOOLS

- 1 By **5 December 2021** the Authority will:
 - a) have sent to other LAs copies details of applications where a school maintained by them is named by a parent;
 - b) have sent to voluntary aided schools, trust schools, free school, Academies, details of applications where that schools is named by the parent;
 - c) have received from other LAs copies of their common application forms where a Barnsley school is named by a parent resident in their respective areas.
- 2 By **19 December 2021** the Authority will have received the eligibility lists for own admission authority schools.
- 3 By **17 January 2022** the Authority will have determined eligibility for those schools which it is the admission authority.

Where a child is eligible for admission to more than one Barnsley school the authority will apply the scheme to determine the single offer of a school place.

Where an application has been received from a resident in a neighbouring local authority, that authority will be informed of the outcome of the application.

Where a Barnsley resident has applied for a place at a school maintained by a neighbouring local authority, that authority will inform Barnsley of the outcome of that application.

By **30 January 2022** the authority applies the scheme for a second time to take account of those offers made by neighbouring LAs to Barnsley resident.

By **13 February 2022** Barnsley and the neighbouring LAs will exchange information on which offers of school places in their respective authorities are to be accepted.

This exchange of information will allow Barnsley to identify vacancies as its schools.

By **20 February 2022** the Authority will allocate to vacant places at schools where it is reasonable and practicable to do so.

In addition for those applications from Barnsley residents where none of the three preferences can be met a place will be allocated to the child in accordance with E1.

On **1 March 2022** Barnsley residents will be sent the single offer of a school place as determined by the co-ordinated scheme. On the same day all Barnsley secondary schools will be sent a list of those children whose parents have been sent a single offer of a school place at their respective schools.

D The offer of a place at a school

- 1 Parents will only receive a single offer of a place for admission into the Reception Year at a primary school or Year 7 in a secondary school from their home authority.
- 2 All offers will be communicated on the offer day 19 April 2022 for primary schools and 1 March 2022 for secondary schools.
- 3 Barnsley Authority, as the home authority for the co-ordinated scheme will make all offers:
 - a) for community and voluntary controlled schools where it is the admissions authority; and
 - b) on behalf of voluntary aided, trust, free, foundation schools and Academies where the governing body are the admissions authority.
 - c) On behalf of other LA's where offers can be made for schools in that Authority.

- 4 No acknowledgement of an offer will be required from the parent where they accept that offer of a place. However, where a parent declines the offer of a place they must inform the Authority within 10 working days.
- 5 There will be a number of applications for which no potential offers have been determined. These can be categorised as listed below and will be dealt with in that order to enable the Authority to make a single offer of a school place:
 - First child resident in Barnsley not eligible for any school for which a preference has been expressed and where the common application form was handed in on time;
 - Second* late application for which the child is eligible for one or more potential offers;
 - Third* late application where the child resident in Barnsley is not eligible for any school for which a preference has been expressed.
- 6 For children not resident in Barnsley the Authority will not make a single offer of a place at a Barnsley school where the child is not eligible for all the preference expressed by the parent on the common application form.

E Preferences not met

- 1 Where the Authority cannot make a single offer for any of the preferences expressed by a parent resident in Barnsley, a place will be allocated to the child at the nearest community or voluntary controlled school in Barnsley with places available, to their normal place of residence. This *may* also include a voluntary aided school or academy.
- 2 The single allocation of a place will be determined after all preferences for schools have been dealt with and communicated to them on the national offer day.
- 3
 - a) where a place has been allocated and the parent declines that place and requires a place at a school ranked lower on the original common application form, the parent must notify the Authority in writing;
 - b) where a place has been allocated and the parent declines that place and requires a place at a school not named on the original common application form, the parent will be required to complete another common application form;

The allocated place will remain assigned to the child until such time as the parent accepts an offer for another school.
- 4 A determination of the nearest school is the distance measured by a straight line between the centre point of the child's ordinary place of residence and the main entrance to the school building.

The child's ordinary place of residence will be deemed to be a residential property at which the person or persons with parental responsibility for the child resides at the closing date for receiving applications for admission to school.

Where parental responsibility is held by more than one person and those persons reside in separate properties, the child's ordinary place of residence will be deemed to be that property at which the child resides for the greater part of the week including weekends.

Where responsibility is shared evenly, the person receiving Child Benefit is deemed to be the parent responsible for completing application forms, and whose address will be used for admissions purposes.

*1 This provision does not apply to non-Barnsley residents.

F Transfers between schools during the school year

- 1 Applications received from 1 September 2022 onwards for admission into any year group are classed as an in-year transfer.
- 2 The Authority will not be co-ordinating applications for in-year transfers between local authorities.
- 3 Applications for schools in other authorities from parents resident in Barnsley must be made on that authority's common transfer form
- 4 The Authority will be co-ordinating applications for in-year transfers for all schools in Barnsley. Applications for admission to any school in Barnsley must be made on the Barnsley Common transfer form.
- 5 A single offer of a place will be made by the maintaining authority.

G Right of appeal

Any parent* whose child is not offered a school place for which they have expressed a preference, has the right to an independent appeal. The right to appeal also applies at times other than the normal times of entry to school (e.g. when families move into an area during the year), and in respect of admissions at other than the normal age (such as a year early or a year late for transfer from primary to secondary school). Parents who have missed the normal deadlines for applying for admission (late applications) or who have had an offer of a place withdrawn also have a right to appeal if they are refused a place.

*(Except, temporarily, the parent of a child who has been permanently excluded from two schools and where at least one of the exclusions took place since 1 September 1997. This applies to a twice excluded pupil for a period of two years beginning with the date the latest exclusion took place).

H Late applications

- 1 The closing date for applications in the normal admission round is 15 January 2022 for primary schools and 31st October 2021 for secondary schools
- 2 Applications received by the Authority up to 15 January 2022 for primary schools, and applications received up to 30 November 2021 for secondary schools will be included in the determination of potential offers.
- 3 Applications received after 15 January 2022 for primary schools and 30 November 2021 for secondary schools up to 31 August 2022 for admission to the Reception Year and Year 7 will be considered as a late application outside of the normal admission round as defined in this scheme.
- 4 Applications received after 15 January 2022 for primary schools and after 30 November 2021 for secondary schools will be considered after the determination of the single offer of a school place for those common application forms received by 15 January or 30 November.
- 5 On 1 March 2022 secondary applications received between 1 December 2021 and 28th February 2022 and on 16th April primary applications received between 15th January and 16th April 2022 inclusive will be processed in accordance with the admissions criteria, regardless of the date the application was received.
- 6 Late applications received from 1 March 2021 up to and including 31 August 2022 for secondary schools, and from 16th April up to and including 31st August for primary schools will be processed in date order of receipt.
- 7 Late applications should be made on the common application form. The provisions of the co-ordinated scheme as set out in section A will determine the single offer of a school place.
- 8 Parents who have submitted a late application and are not offered a place at any or all of their preferred schools have the right to appeal.

I Waiting lists

- 1 The Authority will establish a waiting list for all schools where the number of applications for those schools has exceeded the places available in Reception year and year 7.

- 2 The waiting lists for schools will be determined as follows:
 - i) for community and voluntary controlled schools in accordance with the Authority's admission to school oversubscription priority of admission criteria;
 - ii) for own admission authority schools in accordance with the Governing Body's priority of admission criteria;
- 3 The waiting list for a Barnsley school will comprise of:
 - i) those applicants with a single offer of a school place ranked lower than that of the school for which the waiting list refers;
 - ii) those applicants who have informed the Authority they wish their child's name to be placed on the waiting list of a school ranked lower than the school for which they have received the single offer of a school place.
- 4 A vacancy arises in Year R or Year 7 only when the number of offers to a particular school falls below the admission number or a higher admission limit where one has been set. Any vacancy which arises in Year R or Year 7 following the allocation of places will be filled from the waiting list.
- 5 The waiting lists will be established on the offer day and be maintained up to the end of the Autumn Term 2022.
- 6 Following the offer day, should an application be received for a school where the pupil has a higher priority for a place at the school as determined by the admissions criteria, they will be placed above those with a lower priority.

J Information required by own admission authority schools

- 1 Some schools, eg. voluntary aided schools, require additional information which is not contained on the common application form.
- 2 In addition to the common application form, some schools in Barnsley and other LAs will therefore have a supplementary information form for prospective applicants to complete, to provide the additional information.
- 3 The supporting information provided by parents will be used by the school, in applying their admissions criteria.
- 4 This form is not an application form for admission to a school.
- 5 Parents who intend to express a preference or preferences for schools which are their own admission authority must follow the procedure set out below:

- a) complete the supplementary information form for the school(s) for which they intend to express a preference on the common application form;
 - b) submit their application via the online system or a common application form;
 - c) return the supplementary information form(s) with the online application or directly to the school by 15 January 2022 for primary schools and 31st October 2021 for secondary schools.
- 6 Where a supplementary information form is not submitted with the application, it may affect the consideration by the governing body of that school of the preference expressed.
- 7 The governing body of a school may determine whether or not to obtain a copy of the supplementary information form where the parent has failed to submit one with their common application form.

Where a governing body determines to obtain the supplementary information form from a parent it may do so up to and including 15 January 2022 for primary schools and 30 November 2021 for secondary schools, and must do so for all applications.

- 8 The completion and return of the supplementary information form does not guarantee a place at the school.
- 9 A supplementary information form is not an application for admission to school. Where a parent only submits a supplementary information form, without a common application form, this will not be a valid application for admission to the school.

K Information required by neighbouring local authorities

- 1 Other LAs have oversubscription criteria for voluntary controlled and community schools different to those operated by Barnsley.
- 2 Parents who make an application for a school in another LA should:
 - obtain a copy of that LAs Admission to School Booklet;
 - make themselves aware of the oversubscription criteria;
 - ensure that any additional information required by that LA is provided and attached to the common application form to be used by Barnsley residents.
- 3 The additional information provided by the parent will be used by that LA to determine eligibility. Failure to supply the additional information will affect that LA's consideration of the application.

L False information

- 1 Where the Authority has made an offer of a place at a primary school on the basis of a fraudulent or intentionally misleading application from a parent which has effectively denied a place to a child with a stronger claim to a place at the school the offer of a place will be withdrawn where this provision is included in the respective admission authority's admission arrangements.
- 2 Where a child starts attending the school on the basis of fraudulent or intentionally misleading information the place may be withdrawn depending on the length of time that the child has been at the school.
- 3 Where a place or an offer has been withdrawn the application will be re-considered and an independent appeal offered where the child is not re-admitted to the school.

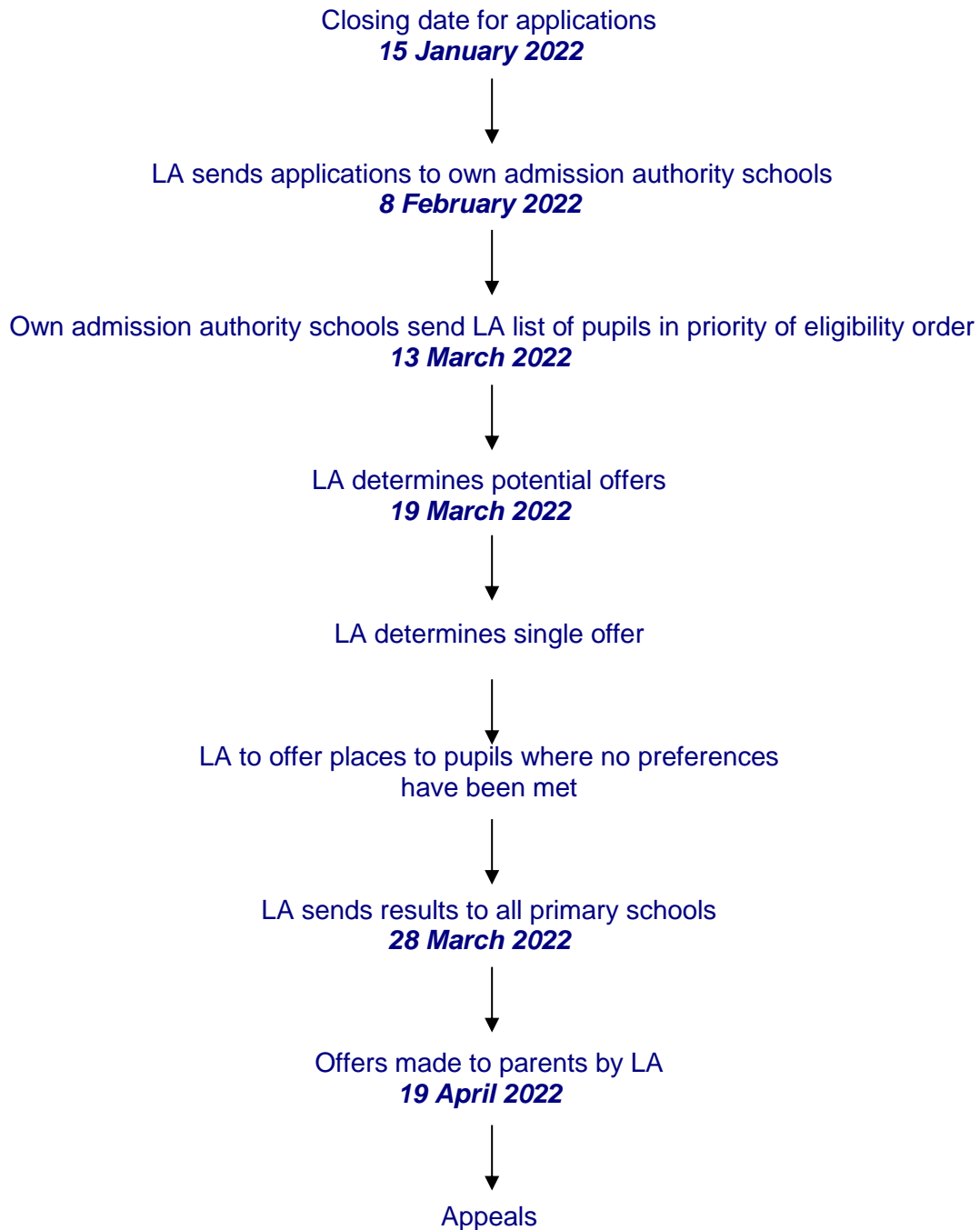
M No common application form received for children resident in Barnsley

- 1 On 2 July 2022 the Authority will identify children for whom no common application form has been received under the scheme.
- 2 These parents will be contacted to determine whether they intend to apply for a maintained school in any local authority area.
- 3 Where parents inform the Authority that their child will be attending a school not maintained by a local authority (private/independent) no place will be allocated to the child.
- 4 All other children will be allocated a place as follows:
 - a) where subsequently a common application form is submitted – a single offer of a school place will be made in accordance with the provisions of the scheme;
 - b) where no common application form is received – a place will be allocated to the child at the nearest community and voluntary controlled school in Barnsley with places available to their normal place of residence. (Reference section D4 for definitions).

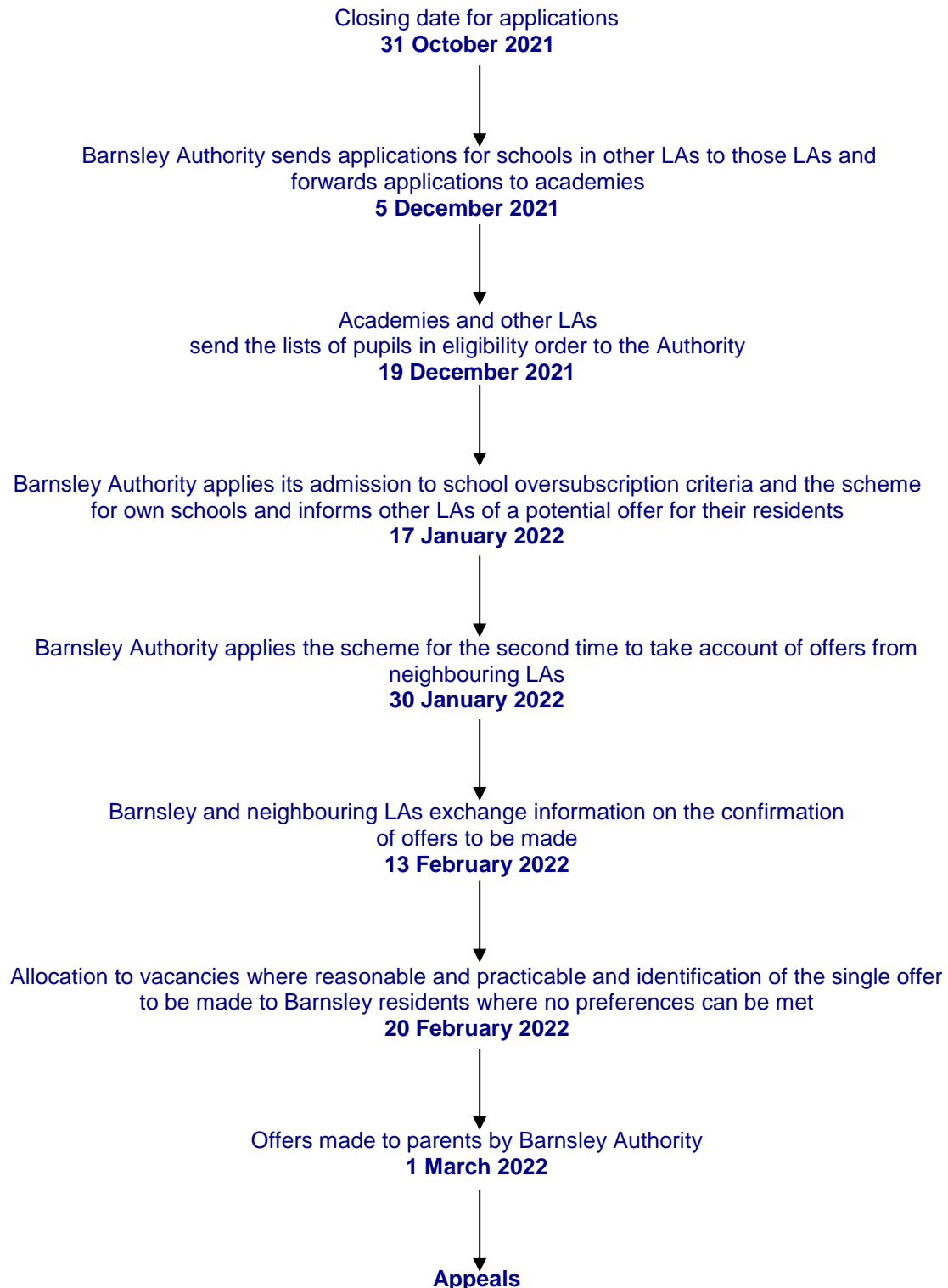
N Arrangements for those authorities who do not border with Barnsley

- 1 The Authority will only co-ordinate admission arrangements with those local authorities which share a border, however, information will be exchanged with any other authority where appropriate.
- 2 Where a resident in any other authority applies for a Barnsley school the application will be dealt with as follows:
 - a) for non-Barnsley residents relocating to Barnsley:
 - complete the Barnsley common application form
 - determination of eligibility and single offer of a school place
communicated to parent by Barnsley
 - allocation of a place if preference(s) cannot be met
 - b) for non-Barnsley residents remaining in their home authority area:
 - complete home authority common application form
 - determination of eligibility and single offer of a school place
communicated to parent by Barnsley
 - allocation of a place does not apply

O Time table for co-ordinated admissions for primary schools



P Time table for co-ordinated admissions for secondary schools



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BARNSELY METROPOLITAN BOROUGH COUNCIL

This matter is not a Key Decision within the Council's definition and has not been included in the relevant Forward Plan

**REPORT OF THE EXECUTIVE DIRECTOR (CHILDREN'S SERVICES)
TO CABINET ON 13th JANUARY 2021**

**INTEGRATING THE LOCAL AREA SPECIAL EDUCATIONAL NEEDS SYSTEM:
BARNSELY SPECIAL EDUCATIONAL NEEDS ENGAGEMENT AND PARTICIPATION
STRATEGY (2020-22)**

1.0 PURPOSE OF REPORT

- 1.1 To inform Cabinet of the recent development of a Borough Strategy for ensuring the engagement and participation of children and young people with Special Educational Needs and/or disability (SEND) and their parents/carers.

2.0 RECOMMENDATIONS

- 2.1 That Cabinet endorses the SEND Engagement and Participation Strategy (Appendix 1) for adoption in the Borough.**

3.0 INTRODUCTION

- 3.1 In April this year Cabinet endorsed the Borough's refreshed SEND Strategy (2020-22). The Strategy sets out our five key improvement priorities for implementation across the SEND system:

- a. Early identification and support
- b. Quality and Efficiency of the Education, Health and Care Process
- c. Participation and Co-production
- d. Access to specialist provision, including specialist school places
- e. Planning for Pathways to Adulthood

- 3.2 We give the highest priority to ensure the full engagement and participation of young people and their parent/carers in services that support and affect them. The draft Engagement and Participation Strategy is in response to our key improvement priority area of participation and co-production.

- 3.3 There are around 6,000 individual children and young people with SEND aged 0-25 years old in Barnsley. This includes those with Education, Health and Care Plans (EHCP) and those accessing SEN support. In addition, there are at least 10,000 parents/carers of children and young people with SEND in the Borough.

- 3.4 The draft SEND Engagement and Participation Strategy has been formulated in order to ensure the local area SEND system is maximising all opportunities to ensure effective engagement and participation. The Strategy sets out how a holistic approach will be taken, providing opportunities for engagement and participation at all levels; at an individual family level ensuring children and young people are at heart of the system, when working with services across education, health and care and providing opportunities to co-produce and develop strategy and plans that effect the whole borough.

4.0 PROPOSAL AND JUSTIFICATION

- 4.1 An effective local area SEND system should build strong and sustainable methods of engagement and participation led by the Local Authority and the Clinical Commissioning Group and, through this, all other partners and stakeholders. When this is in place it will:
- Improve outcomes for children and young people with SEND.
 - Embed co-production in the development of services
 - Result in an open and transparent and accountable local area SEND system
- 4.3 In developing the draft Engagement and Participation Strategy, Barnsley MBC and the Clinical Commissioning Group have worked together to engage and consult with the SEND Youth Forum and parents/carers, through meetings and online sessions, about their views regarding participation and engagement to ensure that the Strategy reflects these.
- 4.4 In addition, a survey has been undertaken to gain further feedback on parent/carer views.

5.0 CONSIDERATION OF ALTERNATIVE APPROACHES

- 5.1 Using the feedback gathered through the consultation, it is evident that parent/carer participation remains a complex issue, with no single approach to ensure the range, breadth and depth of engagement and participation we want to achieve. As a local area, we are keen to move forward and ensure we have more frequent dialogue with children, young people and their parents/carers using a range of means to appeal to the broadest range of parents/carers possible.
- 5.2 The hard work and commitment of parents and carers continues and is valued by all stakeholders. It is important to capture what has already taken place and has been incorporated into service and strategy development. To build on this, a wider range of engagement and participation, using a variety of methods, needs also to be implemented so that more children, young people and parents/carers are enabled to be involved. This Strategy outlines the structure for this.

6.0 IMPLICATIONS FOR LOCAL PEOPLE/SERVICE USERS

- 6.1 The development of the SEND Engagement and Participation Strategy will enable all children and young people with SEND, together with their families across the Borough to use their experience in order to inform improvements in the quality of practice and service provision and enable statutory partners to best meet their aspirations.

7.0 FINANCIAL IMPLICATIONS

- 7.1 There are no direct financial implications arising from this report.

8.0 EMPLOYEE IMPLICATIONS

- 8.1 There are no employee implications directly arising through this report.

9.0 LEGAL IMPLICATIONS

- 9.1 No legal implications have emerged through compilation of this report.

10.0 CUSTOMER AND DIGITAL IMPLICATIONS

- 10.1 There are no implications for accessing the range of Council services or for the onus towards digital transactions as a result of this report.

11.0 COMMUNICATIONS IMPLICATIONS

- 11.1 Subject to Cabinet's endorsement, the SEND Engagement and Participation Strategy will form the basis of continuing consultation with further cohorts of children and young people with SEND, together with their families, partners and other stakeholders as part of developing a consistent and regular means of ensuring their experiences inform improvements in the planning and commissioning of services and to improve the range of outcomes for such vulnerable children and young people.

12.0 CONSULTATIONS

- 12.1 As previously noted, consultations on the development of the draft Strategy have taken place with the SEND Youth Forum and parents and carers' with further consultations planned with more families, statutory partners and stakeholders initially via Covid-19 secure means.
- 12.2. The draft Strategy has also been considered and endorsed by the Council's Senior Management Team

13.0 THE CORPORATE PLAN AND THE COUNCIL'S PERFORMANCE MANAGEMENT FRAMEWORK

- 13.1 The development of a strategy for the engagement and participation of children and young people with SEND, together with their families supports Outcomes 6, 7 and 9

of the Council's Corporate Plan Priority of *People Achieving Their Potential*, namely that:

- Every child attends a good school and is successful in learning and work.
- To reduce demand by improving access to early help.
- People are healthier, happier, independent and active.

13.2 The progress of children and young people with SEND, together with the measures being taken to continually improve their outcomes and meet their aspirations, is reported to Cabinet on a quarterly basis and the SEND Performance and Finance report concerning Quarter 2 (2020/21) was considered last month.

14.0 PROMOTING EQUALITY, DIVERSITY AND SOCIAL INCLUSION

14.1 The development of the Strategy will positively promote the voice of a group of vulnerable and disadvantaged children with a protected characteristic as defined by the Equality Act (2010) and Public Service Equality Duty. It ensures that their experience and perspective will inform the planning and commissioning of meaningful services as part of our ambition to provide outstanding children's services in the Borough.

15.0 TACKLING THE IMPACT OF POVERTY

15.1 The proposed Strategy and its purpose of providing a meaningful voice to children and young people with SEND will add value in supporting the work of the Council and our partners in aiming to help shield families from the impact of multiple forms of deprivation and isolation, particularly by helping equip them with the knowledge and skills that will enable them to successfully access sustainable jobs in the employment market and provide them with the means to live in good health and with dignity.

16.0 TACKLING HEALTH INEQUALITIES

16.1 Please see Paragraph 15.1.

17.0 REDUCTION OF CRIME AND DISORDER

17.1 There are no implications for the Borough's Strategy to tackle crime, disorder and anti-social behavior arising through this report.

18.0 RISK MANAGEMENT ISSUES

18.1 No risks have been identified in the development of the SEND Engagement and Participation Strategy and its purpose of promoting and mainstreaming the voice of all cohorts of children and young people with SEND.

19.0 HEALTH, SAFETY AND EMERGENCY RESILIENCE ISSUES

19.1 There are no implications for the health and safety of the public or for the resilience of the Borough to a major or serious incident emerging through the proposed Strategy

20.0 COMPATIBILITY WITH THE EUROPEAN CONVENTION ON HUMAN RIGHTS

20.1 The aim and purpose of the Strategy is entirely compatible with the Articles and Protocols of the EU Convention.

21.0 CONSERVATION OF BIODIVERSITY

21.1 There are no implications for the local environment, tackling climate change or for the conservation of biodiversity through considering this report.

22.0 GLOSSARY

22.1 None applicable,

23.0 LIST OF APPENDICES

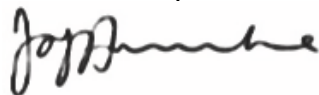
23.1 Appendix 1: Draft Engagement and Participation Strategy for children, young people, parents and carers.

24.0 BACKGROUND PAPERS

24.1 If you would like to inspect background papers for this report, please email governance@barnsley.gov.uk so that appropriate arrangements can be made

Report author: Nina Sleight (Service Director: Education, Early Start and Prevention)

Financial Implications/Consultation



Joshua Amahwe (07/01/2021)

*(To be signed by senior Financial Services officer
where there are no financial implications)*

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Engagement and Participation Strategy for Children, Young People, Parents and Carers

Integrating the Local Area SEND System

2020 – 2022



BARNSELY
Metropolitan Borough Council

First Edition

Engagement & Participation Strategy

2021-2022

First Edition





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Foreword

As the Executive Director for Children's Services for Barnsley Council I am proud to introduce our Engagement & Participation Strategy, which sets out our values, commitment and aspiration for how we will work in direct partnership with children, young people, parents and carers.

Professionals from across the children and young people's system offer a range of expertise, skills and knowledge that support children and young people achieving the best possible outcomes, but parents know their children above everyone else and have their children's best interest at heart. Our ambition is to work with parents, valuing them as equal partners, working with and not 'doing to'.

Children and young people's voices, their experiences, wishes and needs are at the centre of everything that we do. Getting the best outcomes for children, where they feel listened to and heard, is achieved through co-production, meaningful consultation and engagement at all levels, with mutual respect and regard for the voices and experiences of children, young people, parents and carers.

Delivering inclusion, where children and young people can have their needs met by local services, in our local communities in which they can develop and flourish, requires collaboration, accountability, transparency and openness, working with and not against one another, with a shared and relentless focus on the child.

Every child and young person is an individual and they and their families will have diverse needs. Our approach to engagement and participation is through building an alliance, ensuring that we reach as many children, young people and parent carers as possible. It is value and outcome led; where our shared and common purpose, achieving the best for children and young people in the borough, is what drives and unites us as a partnership.

Mel John-Ross, *Executive Director Children's Services BMBC*

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This strategy is written in consideration of:

- *Children & Families Act, 2014*
- *SEND Code of Practice, 2015*
- *Children and Social Work Act, 2017*
- *Health and Social Care Act, 2012*



It is important to bring everyone together so that the positive work that takes place is recognised and built upon because, as a local area, we are committed to creating a fully inclusive system, where children and young people with SEND will have all their identified needs met. This can be achieved when we develop and embed true co-production with children, young people and their parent/carers.

Introduction

Our message to you...

There are around **6,000 individual children and young people** with SEND (special educational needs and disabilities) in Barnsley, including those with education, health and care plans (EHCP) and those at SEN support level (receiving support without an EHCP). This includes children and young people from birth -25 years of age and all the different aspects of SEND categorised in the SEND Code of Practice.

The SEND Youth Forum was established to ensure that children and young people voices influenced change, through participation, engagement and co-production. The forum is actively involved in the co-production of key strategies and developments, including leading an anti-bullying charter for the Barnsley Children's Trust and Safeguarding Partnership and the Children and Young People's Plan 2020-2022, where their voice is strong.

There are estimated to be a minimum of **10,000 individual parent/carers** of children and young people with SEND in Barnsley, including those with education, health and care plans and those at SEN support level. This also spans the 0-25 age range and the different aspects of SEND categorised in the SEND Code of Practice.

Opportunities for parent and carer engagement, participation and co-production in Barnsley have been explored continually since the SEND reforms in 2015, with varying success.

Parents and carers in Barnsley need to be given a stronger voice. Our approach to engagement and participation will be through building an alliance, where we engage broadly and support all parent carers to participate at all levels and across the local area SEND system.

This strategy is built on our values:

All children, young people and parents/carers have the right to be heard, be truly listened to and have their views valued and acted upon to affect improvement. This is achieved through our values of communicating openly, honestly and with mutual respect.

The local authority and the clinical commissioning group undertake to involve children, young people and parents/ carers at all levels, in contributing and shaping the local area special education needs and/or disabilities (SEND) system, to enhance the range and quality of services.

Children, young people and parents/ carers are treated as equal partners; their contribution is supported, valued and respected.

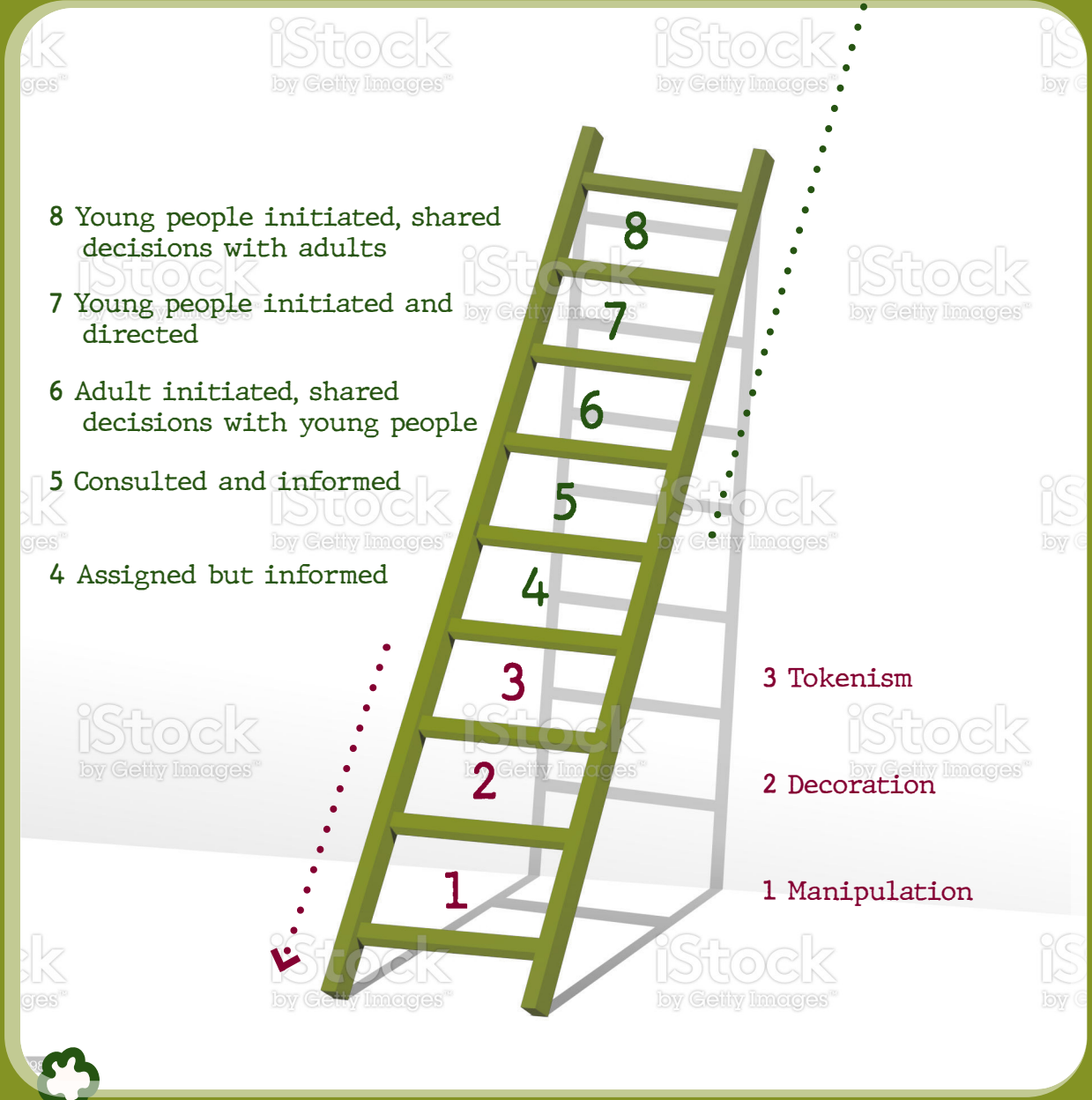
Trust and co-operation will be built through timely and honest communication, where we listen, do our best and act on our word, ensuring regular feedback is taken and given from children, young people and parents/carers on the quality of services and support delivered.

Services are honest and clear about what can be delivered and what can't and why.

We will be fair and treat everyone fairly.

We will work together with children, young people and parents/carers to find solutions, not problems.

True co-production!



Ladder of Participation!

Engagement, Participation and Co-production

What do we mean?

Good quality engagement, participation and co-production is required by the Children and Families Act 2014 and the SEND Code of Practice. It is based on the principles of inclusion, which is a universal human right that embraces all people, irrespective of race, gender, disability or other attribute which can be perceived as different.

Engagement

Engagement relies on the principles of trust and collaboration and should be embedded in good conversations and demonstrated bonds. Effective engagement leads to genuine working together and co-production.

Participation

The term 'participation' is used in to refer generally to the process of sharing decisions which affect one's life and the life of the community in which one lives. UNICEF.

At all levels, good quality participation should be well planned and have a clear purpose, desired outcomes and a mechanism for evaluation so that we can see how it has contributed to improvements.

By using a defined participation cycle, we can ensure that engagement with children and young people is meaningful, has impact.

The diagram shows the ladder of participation for children and young people. In Barnsley, we are aspiring to the top rungs of this so that decisions are made through listening to children and young people and sharing the decision-making processes.

Co-production

Co-production is an equal and reciprocal relationship where everyone's knowledge and skills are used to create better outcomes and it is a way of sharing influence and decision making.

It is achieved when all partners play an integral and equal part in the decision-making process and are fully engaged in shaping, developing, implementing and evaluating services and systems.

Co-production is a solution-focused way of working to find the best possible outcomes and solutions for local children, young people and parents/carers, using the available resources to best effect.

Co-production is when we come together to shape services, starting at the very first stage. This includes people who commission services, service providers and, in relation to SEND, the children, young people and parents/carers who use the services.

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The Code of Practice

Principles and Requirements...

The Children and Families Act 2014, and SEND Code of Practice 2015, set out how schools must deliver an inclusive environment for children and young people. They MUST:

- Enable the full participation of children, young people and their families in the construction of EHC plans, placing their views, wishes and feelings at the centre of the process.
- Provide the information and support that children, young people and their families may need in order to participate in such processes.
- Work with families to secure the best possible outcomes in health, education, wellbeing, employment and independent living with a clear focus on outcomes that are appropriate and measurable.
- Design systems and strategies that enable communication and collaboration with the broadest possible range of stakeholders so that cohesive, effective and personalised provision can be designed and implemented.

Communication between parents, children/young people, schools and other relevant bodies is essential. Families and other service users should have a named EHC co-ordinator so that they do not have to repeat information. Families and children/young people should experience the process as being timely, participative, streamlined and positive in terms of the focus on future aspirational goals.



I think having SEND is good because we are special and I feel our voices are getting heard because things we say are getting done.

The SEND forum means to me that everybody has a voice and works together as a team.

The SEND Youth Forum gives people with disabilities the opportunity to voice opinions and make changes and decisions to help their communities.

Children and young people voice, through the SEND Youth Forum is strong and they continue to inform working practice and strategic developments.

There are plans for continual engagement, participation and co-production with the widest range of parents and carers. This will ensure all groups and individuals will have their voices heard to achieve collective outcomes.

Coming soon!!!

Positives

Our journey so far...

A Brighter Future and a Better Barnsley ...

Our approach to engagement and participation will be through building an alliance, where we engage broadly and support all parent carers to participate at all levels and across the local area SEND system. Our ambition is that together we can deliver the best possible outcomes for our children and young people.

There is a wealth of knowledge and a strong culture of working practices in the local area, balanced with a strong commitment from the SEND Youth forum and SEND parents and carers. This supports and enhances the ongoing improvements made across education, health and social care. Co-production with, children, young people and parent carers is continuing to improve at pace.

Our values and commitment provide a strong foundation for change towards the delivery of positive outcomes, supported by high quality services. It is important that as a local area, we have a shared culture which supports and embraces engagement and participation with children, young people and parents/carers.

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Co-production with Children and Young People

Some of the things the SEND youth forum are keen to co-produce with us include;

- A Preparation for Adulthood (PFA) strategy.
- An inclusion framework that brings together key strategies and guidance.
- Contribution and attendance at strategic meetings to present their views on specific aspects of work.
- Planning and implementation of an annual voice and participation forum for children and young people with SEND including a summit and conference.
- Keeping provision under review: exploring what's available within the borough and what children and young people think of the placements and services they access.
- Capturing children and young people's views about permanent and fixed term exclusion and alternative provision.
- The expansion of recruitment and membership to the SEND Youth Forum through the availability of mainstream, school-based opportunities for young people with SEND and the Targeted Youth Support infrastructure.
- Training for special educational needs coordinators (SENCOs) including annual reviews and capturing the voice of the child and young person in line with our values of listening and mutual respect.
- Co-production of guidance specifically developed for children and young people for statutory processes, for example, through the EHCP Hub
- Secondary SEND focus sessions for children and young people, including those at SEN support and EHCP level.

Mechanisms for supporting children and young people's engagement and participation:

- Improve attendance of a diverse range of young people at open access SEND youth voice events that give opportunities for none SEND Youth Forum members to input into key areas of work.
- Widen the membership of the SEND Youth Forum to include specific mainstream school representatives.
- Creating, publishing and distributing a SEND Youth Forum Newsletter to better showcase work that is being done and engagement opportunities.



Would like to be given the opportunity to be listened to.

Different engagement methods need to be used.

As a SEND parent, I feel very much at the heart of engagement and participation.

Would like to feel a part of any developments around SEND family support locally.

More opportunities to meet and discuss issues

We want a parent carer forum.

I'm not yet sure about the local provision but am keen to find out more and support.

There needs to be acknowledgement that all voices need to be captured not just those who shout loudest.

Surveys that ask for input

The LA need to communicate better with parents from the start before collaboration can work

Parents want to help change Barnsley we need to be listened to.

Who is better placed to determine what is working and what is not than those experiencing it first-hand?

Improve interactions between send worker and parent as not everyone is comfortable participating in forms and group discussions

Being completely honest and open, sharing ideas and caring.

Being asked to be more involved with my son's EHCP and ongoing involvement is music to my ears!

Mechanisms for supporting children's and young people's engagement and participation: parents/carers tell us:

Co-production with Parents and Carers

Parent carers have told us that they want to co-produce with us;

- Provision mapping: exploring what's available within the borough and what we need to develop so that we can build on the current sufficiency strategy.
- Co-delivery of parent programmes with parents and carers. This is especially positive when delivering programmes targeted at specific areas of need, e.g. autism, sensory needs, etc. Parents and carers tell us that they value listening to others who have had similar experiences to them.
- Parent and carer involvement in the induction and ongoing professional development of the EHC Team. This would be invaluable in creating an understanding of our work with the families that we support.
- Extend co-production in schools and the voice of parents/carers for children and young people at the SEN support level. This group forms most children and young people with SEND in the borough.
- Delivering the Quality Assurance Framework: We are aiming to introduce more school-based quality assurance processes, particularly for schools and settings where there is a specialist provision. The involvement of parents/carers in this is imperative.
- Contributing to the quality assurance of SEND processes around managing statutory assessment and annual reviews.
- Building on the relationship, interaction and co-production activity between the SEND youth forum and parent/carer participation to form a joined-up identity.
- Strengthening parent/carer input into the co-production and participation of the local offer.



We are all cogs in the system. All cogs need to work in unison!

Strategic Planning

Barnsley should be a place where everyone has their voice heard and this is valued by services. To do this, we need to enable and support children, young people, parents/carers and professionals to work together as part of the local area SEND system.

There is a need to develop the following in collaboration with children and young people with SEND and their parents/carers, including the strengthening of participation at three levels of engagement:

- **Individual level** - children, young people and parents/carers are actively involved with the services that are working with them, and in any formal processes about them, so they get the best outcome that is based on their own wishes and aspirations.
- **Service level** - children, young people and parents/carers participate and feedback to services to help them to become user focused and to shape them for the future.
- **Strategic level** - children, young people's and parents/carers experiences and views are used collectively to identify and inform local area strategic developments in true co-production with the local area SEND system.

Strategic Aims and Key Principles

The Barnsley SEND Engagement & Participation Strategy sets out our priorities and the key development towards creating an effective and inclusive local area SEND system.

To achieve our commitment and in line with our values, we will ensure that there is:

- Partnership working and co-production with children, young people and parents/carers.
- An ongoing system to support co-production of all relevant strategies, including all stakeholders and partners in their development.
- Achieve a high level of confidence in the system.
- Complete clarity and transparency about services, protocols and processes as part of the local offer.

We're all on the journey together!



Co-production and Participation with Children, Young People and Parents and Carers

Providing the right services and support for children, young people and their families is hugely important. We recognise, value and will learn from the feedback that we receive from children, young people and parents/carers and the important contribution that they can offer, enabling us to gain better understanding of how we can make improvements in ways that are important to us all. Therefore, co-production must be at the heart of our local area SEND system.

As the system includes services and provision from education, health and care across the age range of 0-25, this means that many families will experience multiple agencies, services and organisations. Getting the most effective support can only be done through a joined-up system that is designed and regularly reviewed with children, young people and families.

For true co-production to take place, it must be meaningful and should start at the earliest possible stage in any process by engaging openly and enabling children, young people and parents/carers to generate and contribute their ideas to help shape solutions.

Participation should empower and enable local groups of children, young people and parents/carers to play a strategic role within the local area SEND system. It is vital that specific opportunities for children, young people and parents/carers to influence decision making at a strategic level are identified and acted upon. It is also important to build the capacity of local groups and networks to support them to fulfil this role. In relation to this, we recognise that broadening engagement and participation by reaching an ever-wider range of children, young people and families can only enable the system to improve.



Barnsley SEND Strategy 2020 - 2022

We will create more opportunities for children, young people, parents and carers to contribute to, influence, and co-produce strategies and planning for SEND Local Area arrangements alongside daily opportunities to participate in service planning at an individual level

Further develop local Children and Young People's Trust arrangements to enable greater and wider participation and co-production with parents and carers.

Develop and publish a calendar of key consultations across the Children and Young People's Trust to support areas for development highlighted within the SEND Strategies, SEND Improvement Plan, Key organisational change, or as a result of parental and children and young people feedback.

Develop a broad range of engagement opportunities to reach the widest number of parents and carers to ensure a representative parental voice to evaluate service delivery and activity across the Trust and provide opportunities for key issues to be raised outside of daily contact with services.

Continue to deliver and develop opportunities for and with SEND children and young people to enable them to participate, influence service policy, and drive improvements highlighted within the SEND children and young people plan via established youth participation processes.

Our Priorities

What is important?



Our priorities for engagement, participation and co-production are already embedded in our five priorities, as set out in the Barnsley SEND Strategy 2020 – 2022 and the underpinning SEND Improvement Plan:

1. **Early identification and support.**
2. **Quality and efficiency of EHC processes.**
3. **Participation and co-production.**
4. **Access to specialist provision, including specialist school places.**
5. **Planning for pathways to adulthood.**

Progress on these priorities continues at pace, including the specific actions highlighted opposite.





Everyone coming together
to improve outcomes...

Our Commitments

What *must* happen...

Fostering pride in our engagement and participation work and making sure that more children, young people and parents/carers know about this and can co-produce with us.

Fully understand the impact and value that our participation and engagement work is having on the local area, for children, young people and for parents/carers, identifying gaps and opportunities.

Build effective relationships regarding participation with, and between all internal and external services; early years settings, schools, colleges, health services, children, young people and parents/carers.

Making sure that all children and young people have opportunities to get their voices heard regardless of their setting, age or communication methods and that their voice influences decision making.

Holding local authority and clinical commissioning group services to account for how they have reflected the views of children, young people and parents/carers and fed back to them about the difference this has made.

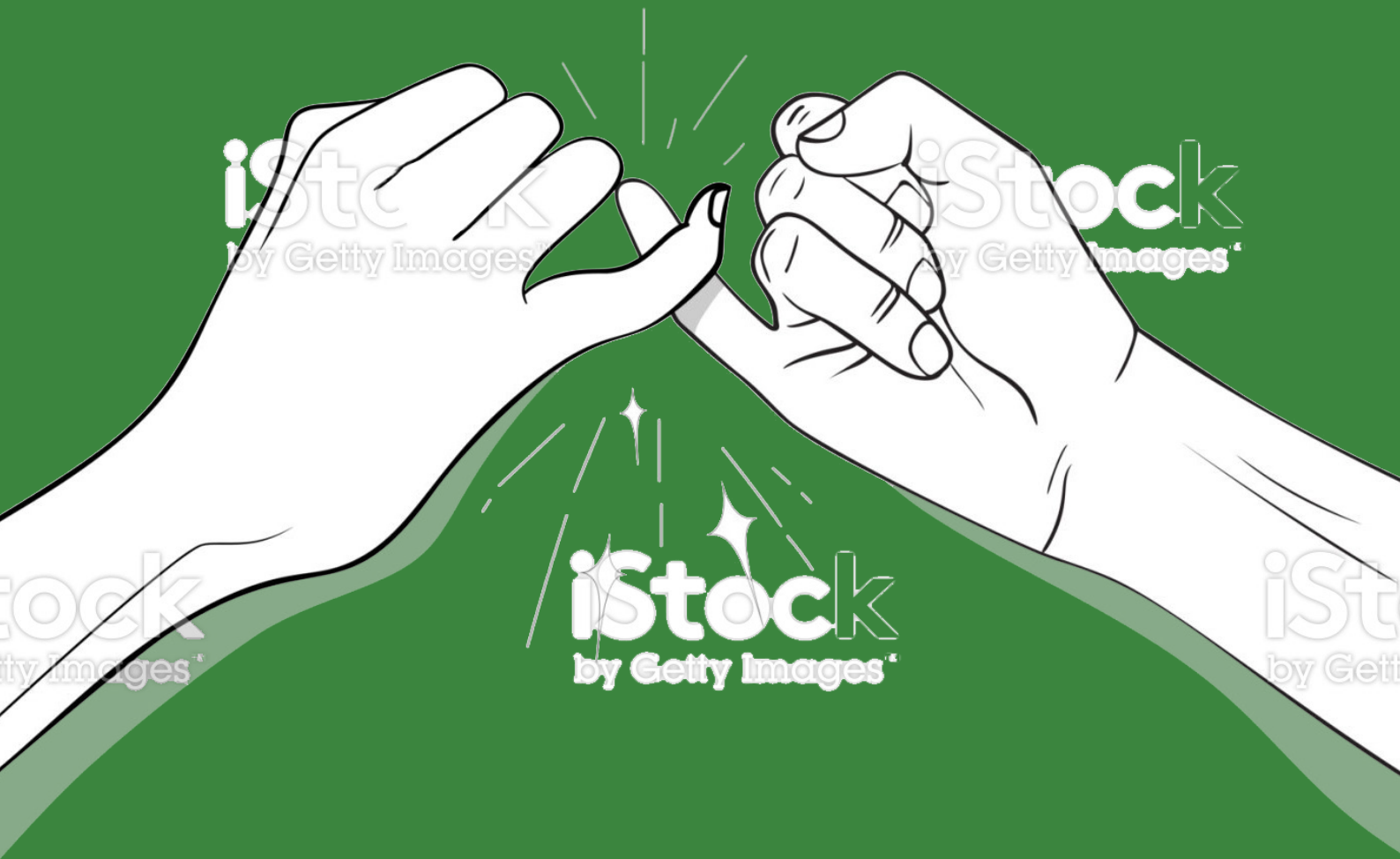
Giving children, young people and parents/carers better feedback so they know how we have used their views to inform decisions.

Ensuring that the local offer is a useful tool that enables children, young people and parents/carers to understand what is available, which services are best placed to support them, and how to access and influence those services.

Keeping the local offer under continuous review, including linking development of the local offer website closely to the feedback we receive from children, young people and parents/carers.

Maintaining a dedicated officer, with responsibility for ensuring that all SEND related agencies, within the local area, are engaging with a wide range of individuals and groups to ensure the local offer is fit for purpose.

In-depth engagement by children, young people and parent/carers in the development of new provision, leading to increased confidence in the local area SEND system.



What We Will Do

Our promise...

Appoint a SEND Participation Officer to promote collaboration between organisations, children, young people and parents/carers, ensuring wide range of views to shape local area provision.

Create a local offer steering group including children, young people and parents/carers which can identify problems and initiate solutions.

Plan and deliver online sessions for parents/carers with system leaders across education, health and care.

Invite and respond to feedback, involving children, young people and parents/carers in quality assurance activities to learn from their direct experiences of services.

Engage with a broad range of parents/carers through active engagement and participation.

Implement a 'you said, we did' system for publication within the Local Offer.

Support the delivery of parent/carer programmes to support their contribution and learning.

Publish strategies and plans so that there is a culture of transparency.

Support children, young people and parent/carer to contribute to professional development opportunities for and with staff who work in specialist services.

Key actions that will support the participation of children and young people and parent/carers further are continually being explored.

The purpose of effective engagement and participation is to build a bridge between services, children, young people and families and to represent a collective voice for all. When done right, this will lead to strong and sustainable links between the local authority and the clinical commissioning group and, through this, all partners and stakeholders to:

- *Improve outcomes for children and young people with SEND.*
- *Embed co-production as a natural part of the development of services.*
- *Result in an open, transparent and accountable local area SEND system.*

With thanks to...

Barnsley SEND Youth Forum, for your suggestions and comments
as to how we can, together, make a better Barnsley

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**Education Early Start and Prevention Children's Services,
Barnsley Metropolitan Borough Council.**

**PO Box 634
Barnsley
S70 9GG**



BARNSELY METROPOLITAN BOROUGH COUNCIL

This matter is not a Key Decision within the Council's definition and has not been included in the relevant Forward Plan

JOINT REPORT OF THE EXECUTIVE DIRECTOR (CHILDREN'S SERVICES) AND THE EXECUTIVE DIRECTOR (PLACE) TO CABINET

PROPOSAL TO RUN A PRESUMPTION COMPETITION TO ESTABLISH A NEW PRIMARY SCHOOL IN THE ROYSTON AREA OF THE BOROUGH

1. PURPOSE OF REPORT

- 1.1. To seek approval to run a presumption competition to establish a new primary school in the Royston area due to need arising from the Barnsley MU5 Masterplan framework.

2. RECOMMENDATIONS

- 2.1. Cabinet to approve the commencement of the presumption competition.

3. INTRODUCTION

- 3.1. The Local Authority has a statutory duty to ensure the sufficient supply of school places; good quality places in the right place at the right time under the Education Act 1996.
- 3.2. The Barnsley MU5 framework includes a new primary school to meet future school place need as a result new homes arising from the development; 828 new homes are planned under the framework.
- 3.3. Latest pupil projection information and expected housing development trajectories indicate an initial need for a 210 place primary school.
- 3.4. The current proposed timescale for the opening of the new school is anticipated to be September 2024. However, this is subject to the actual commencement of the site development.
- 3.5. There are two routes to opening a new school, both of which will result in the school operating through a Multi Academy Trust (MAT):
 - The first, a central mainstream free school, delivered through the DFE's Free School Programme. This is where the government open up a bidding round for prospective groups to apply to establish high quality new schools. This route is by invitation (known as waves) and will require the government to provide the site, capital and pre/post opening costs. Criteria is usually attached to the wave invitation to target specific need, such as areas with educational underperformance and significant basic need.

- The second route is a Presumption Free School. Where a Local Authority identifies the need for a new school, specifically to meet increased basic need in an area. Section 6A of the Education and Inspections Act 2006 places the Local Authority under a duty to seek proposals to establish an academy (free school) via the free school presumption process. The Local Authority is responsible for all associated capital and pre-/post-opening costs, although these costs will be recovered from housing developers in full through S106 agreements.
- 3.6. At present there are no open central mainstream free school application waves therefore not an option for the Local Authority. It is therefore impossible to determine if the Barnsley MU5 development would meet any criteria set out. Based on the previous wave 14 criteria, an application for this area of the borough would not meet the criteria and would not be approved.
 - 3.7. At this moment in time the presumption free school process is the only route to establishing a new school and is established through a competition run by the local Authority, with support from the Regional Schools Commissioner.
 - 3.8. The presumption competition consists of the following elements:
 - Consultation process with stakeholders and other interested parties
 - Impact and equality assessments
 - Preparation of new school specification
 - Advertise/market the opportunity to prospective trusts
 - Assessment of proposals/submissions
 - Due diligence checks
 - Local Authority recommendation
 - Secretary of State/Regional Schools commissioner approval
 - 3.9. This process is expected to take between six and nine months, depending on the number of proposals that have been submitted.
 - 3.10. Should a further wave of central mainstream free schools be announced, both processes can run concurrently and both can be withdrawn at any time. There is no mechanism in place to prevent a MAT submitting a central mainstream application through the wave process if it is open. The Secretary of State or Regional Schools Commissioner would be the ones to determine which proposal offers the best educational benefit for the area.
 - 3.11. Further reports will be submitted in relation to approving the new sponsor for the school following the presumption competition.
 - 3.12. The presumption competition is the first stage in the Local Authority determining a preferred sponsor. The Local Authority can recommend their proposed sponsor but ultimately the final decision rests with the Regional Schools Commissioner.
 - 3.13. Where the need for additional school places is a direct result of new housing development, local authorities and the government expect this to be largely funded via developer contributions. The following is extracted from DFE Securing Developer Contributions for Education publication (November 2019):
 - “The DFE expects local authorities to seek developer contributions towards school places that are created to meet the need arising from housing development.”

- Local authorities should establish “a robust and consistent evidence base, underpinned by the following principles:
 - Housing development should mitigate its impact on community infrastructure, including schools;
 - Pupil Product Ratios (PPRs) should be based on up-to-date evidence from recent housing developments;
 - Developer contributions towards new school places should provide both funding for construction and land where applicable, subject to viability assessment when strategic plans are prepared and using up-to-date cost information;
 - The early delivery of new schools within strategic developments should be supported where it would not undermine the viability of the school, or of existing schools in the area.”
- “Central government basic need grant and the DfE free school programme do not negate the responsibility of housing developers to mitigate the impact of their development on education.”

3.14. The developers for the Barnsley MU5 development will be responsible for providing the funding for the new school via S106 contributions but the school build will be undertaken by the Local Authority using these contributions. The building specification will be in line with the DfE’s standardised design for schools, which sets out the spaces required for the school.

4. PROPOSAL AND JUSTIFICATION

4.1. A presumption competition is essential to ensure that the Local Authority has satisfied its duty to provide sufficient school places and can meet future demand in the area arising from the pupil yield for this large development.

5. CONSIDERATION OF ALTERNATIVE APPROACHES

5.1. The local authority is the strategic commissioner for school places and must ensure that plans are put in place and processes are followed to ensure that future demand can be met.

5.2. Under normal circumstances, the expansion of existing schools has been the standard route to create additional school capacity in Barnsley. Given the size of the development and number of homes proposed, it is not feasible to expand any of the existing primary schools to meet expected demand.

5.3. The Local Authority could wait for the next central mainstream free school wave and encourage Multi-Academy Trusts to submit an application. There is no guarantee that this would be approved and the time waiting for a decision could not be recovered and may result in the houses being occupied without additional school capacity being created.

6. IMPLICATIONS FOR LOCAL PEOPLE/SERVICE USERS

- 6.1. The provision of a new primary school would be of benefit to families within the area as they would have access to a good local primary school and community hub.

7. FINANCIAL IMPLICATIONS

- 7.1. Consultations have taken place with representatives of the Service Director Finance (S151 Officer) and are summarised below.
- 7.2. There are no direct financial implications from commencing / progressing the competition process itself. Looking forward it is not anticipated that the Council will incur any design or construction costs in delivering the new school. The land and capital funding to build the school will be secured via S106 agreements with the developers, as the requirement of MU5 is for the developers to provide a new primary school.
- 7.3. As the school will be an Academy the successful academy proposer will then need to enter into a revenue funding agreement with the Secretary of State for Education for the operation of the school, to be effective from the date of the schools opening.
- 7.4. There are a number of uncertainties and risks that would need to be managed during the period leading up to the new build. It is envisaged that future detailed reports will be put forward to SMT/Cabinet at each stage addressing specifics such as:
 1. There is uncertainty regarding the delivery of the new school by September 2024 - as it is dependent on commencement and progress of the various housing developments;
 2. The involvement of different developers and the different timings of the S106 funding contributions (as these would be linked to the stages / phases of housing developments) poses a significant funding risk to the Council. Ensuring that the proposed new school is delivered on time may require some bridge funding by the Council to mitigate cashflow issues arising from the different timings of the S106 developers' contributions.
 3. Opportunities to submit bids for future DfE capital funding rounds under the Free School Programme would be considered. This would present opportunities to access government capital funding for the new build, and thereby alleviate any significant costs for the developers;
 4. Assess future risk to the Council arising from any financial viability issues (cashflow) for the developers that would impact on their ability to meet their funding commitment of the new may build / school.
- 7.5. It is proposed that the cashflow risk / issue identified above is managed through effective forward planning of the schools' capital programme – underpinned by increased flexibility in the use of available basic need grant funding and S106 contributions. Any bridge funding (i.e. basic need or s106 monies) applied in lieu will be replenish on receipt of the s106 developers' contributions.

8. EMPLOYEE IMPLICATIONS

- 8.1. None.

9. LEGAL IMPLICATIONS

- 9.1. The Local Authority has a statutory duty to ensure the sufficient supply of school places; good quality places in the right place at the right time under the Education Act 1996.

10. CUSTOMER AND DIGITAL IMPLICATIONS

- 10.1. None.

11. COMMUNICATIONS IMPLICATIONS

- 11.1. None.

12. CONSULTATIONS

- 12.1. In accordance with the requirements placed upon local authorities, before launching the competition the Local Authority will consult with stakeholders and interested parties affected by the proposals.
- 12.2. The consultation will clarify the type (e.g. mainstream, faith, special educational needs, alternative provision), age range, gender and capacity of the free school alongside details of the proposed site and expected opening date.
- 12.3. Feedback gathered through consultation will be used to help formulate and finalise the specification for the new school and will take place before publication of the specification of the new free school.

13. THE CORPORATE PLAN AND THE COUNCIL'S PERFORMANCE MANAGEMENT FRAMEWORK

- 13.1. This proposal supports the Corporate Plan objectives of People achieving their potential: Outcome six: Every child attends a good school and is successful in learning and work - The quality of our schools and early year's provision is good.

14. PROMOTING EQUALITY, DIVERSITY AND SOCIAL INCLUSION

- 14.1. The provision of the school will have a positive impact as families will have access to a good local school and the Local Authority can provide a greater range of local preferences for parents and pupils.
- 14.2. A new school will also offer the opportunity to further improve education opportunities generally within the community and bringing new expertise and knowledge to the area through strengthening local partnerships and collaborative working.

15. TACKLING THE IMPACT OF POVERTY

- 15.1. None.

16. TACKLING HEALTH INEQUALITIES

- 16.1. None.

17. REDUCTION OF CRIME AND DISORDER

17.1. None.

18. RISK MANAGEMENT ISSUES

- 18.1. There would be a risk to the Local Authority if the presumption competition did not go ahead as the it would not be in a position to ensure the new primary school was operational within required timescales.
- 18.2. In addition to facilitating new pupil yield from the MU5 development, the new school is part of the Local Authority's strategy for dealing with a projected shortfall of places commencing 2023 as a result of live birth data.
- 18.3. The Local Authority will need to address the issue of a shortage of primary school places for September 2023, as this is when additional places are required purely based on birth data.
- 18.4. Discussions are already taking place with local primary schools regarding the admission of a bulge year group to meet demand for places within the area. This could result in additional costs for the Local Authority.
- 18.5. The Local Authority would be breaching its statutory responsibilities for the supply of school places if the new school or additional bulge places were not in place.

19. HEALTH, SAFETY AND EMERGENCY RESILIENCE ISSUES

19.1. None.

20. COMPATIBILITY WITH THE EUROPEAN CONVENTION ON HUMAN RIGHTS

20.1. Fully compatible – an EHRIA has been completed.

21. CONSERVATION OF BIODIVERSITY

21.1. Not applicable.

22. APPENDICES

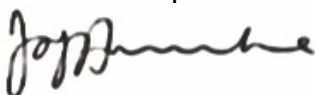
22.1 There are no appendices to the report.

23. BACKGROUND PAPERS

23.1 If you would like to inspect background papers for this report, please email governance@barnsley.gov.uk so that appropriate arrangements can be made

Report author: Beverley Sadler

Financial Implications/Consultation



Joshua Amahwe (05/01/2021).

(To be signed by the senior Financial Services officer where there are no direct financial implications) Page 98