

## CHILDREN'S SERVICES DEPARTMENT

<b>MINUTES OF MEETING</b>	<b>DARLINGTON SCHOOLS ADMISSIONS FORUM 12th February 2008</b>
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Present: Mr K Cotgrave, Mrs D Smith, Mr D Ackroyd, Mr C Taylor, Ms M Stainthorpe, Mr E Farrar, Mr J O'Neill, Ms R Jones, Mrs L Millar, Mrs C Taylor, Miss C Large, Mrs B Collishaw, Mr M Thompson and Mrs G Broome

Also present were Mrs A Hamer, Pupil Support Co-ordinator and Ms E Clark, Looked After Co-ordinator

1	<b>Welcome and Introductions</b>
2	<p><b>Minutes of previous meeting</b></p> <p>Agreed to be accurate.</p>
3	<p><b>Membership of the Local Admissions Forum</b> (papers attached)</p> <p>G McQ referred to the papers that had been distributed on the membership of the forum and talked about how currently the representation was not in line with the guidance from the DCFS.</p> <p>It was agreed that it should be an item on the next joint head teachers meeting on 5th March.</p> <p>The Chair informed the Forum that Mrs Taylor had offered to head a sub-group to discuss the membership of the forum and welcomed nominations from other members to join her.</p>
4	<p><b>Attendance Statistics</b> (verbal)</p> <p>AH provided a verbal report on the attendance figures, although there were difficulties in the reporting method as the figures up to Easter included Eastbourne school, so it could not be said that 2007 could be like for like with 2006. Attendance figures did show that there had been an increase and that the 3 schools that the DCFS had concentrated on as schools with persistent absenteeism, had greatly improved. The target that the DCFS had set for 2011 was 5%; Darlington had set a target of 6.8% though it did not include Eastbourne Academy. DS complimented the EWS for their hard work in assisting schools to improve.</p>
5	<p><b>Protocol for Managed Moves</b></p> <p>AH informed the forum that at a recent joint consultative group meeting a Head Teacher had asked that the 'managed moved' protocol include children with behavioural difficulties. AH explained that as it currently stood the protocol was only for those children who were on the verge of permanent exclusion.</p>

	<p>G McQ then gave a power point representation on a 'point' system that he had previously used in another LA and asked the forum for their views on using the system in Darlington.</p> <p>After discussion ensued the forum were happy to continue with the present 'carousel' system that the LA operated and agreed that a report should be given each meeting on how many children had been moved and which schools were involved.</p>
6	<p><b>Voluntary Aided Admission Arrangements and Appeal Responsibilities</b> (verbal)</p> <p>G McQ reminded the forum that this item had been discussed at the earlier finance meeting and agreed that funding would be reviewed. EF and JO both stated that they believed that the proposed funding was not enough.</p>
7	<p><b>Admission Arrangements for Primary &amp; Secondary Education in Darlington for 2009/10</b> (papers attached)</p> <p>G McQ informed the forum that there had been some minor alterations to the primary and secondary schemes. These were minor changes and did not affect the operational process, although he recommended to the forum that priority 2 'associated transport' should be changed to priority 4.</p> <p>JO asked what checks were carried out on children's addresses. G McQ assured the forum that all addresses were thoroughly checked out.</p> <p>CT asked the LA to consider using a new supplementary form that the VA schools had agreed was suitable for their purposes for the 2009/10 arrangements and for it to be attached to all PAFs and for the closing date for both forms to be the same.</p>
8	<p><b>Fair Access Protocol</b></p> <p>This item would be discussed at the next meeting.</p>
9	<p><b>Primary Capital Programme</b></p> <p>This item was withdrawn</p>
10	<p><b>Nursery Admission Arrangements</b> (verbal)</p> <p>RJ informed the forum that work was underway on co-ordinated admission arrangements for maintained nursery provision. The forum would receive information at a future meeting.</p>
11	<p><b>Date of next meeting</b></p> <p>To be arranged.</p>