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**Meeting:**        **ADMISSIONS FORUM**  
**Date:**           **11 November 2010**  
**Subject:**       **In-Year Admissions**  
**Report of:**     **Deputy Chief Executive and Director of Children, Families and Learning**  
**Summary:**      To consider any issues associated with in-year admissions

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Contact Officer:        Rosa Bonwick

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**RECOMMENDATION:**

**To note any issues relating to the new in-year admission arrangements**

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**Background**

1.     At the last meeting of the Forum on 23 June 2010, members requested that a report be brought to the next meeting to consider any issues arising from the requirement that local authorities co-ordinate all in-year admissions from September 2010.
  2.     The Local Authority issued information on the in-year arrangements to all schools and the Academy at the start of the Autumn term 2010. A copy of the In-Year Guidance Notes for Schools is attached at Appendix A. The In-Year application form is attached at Appendix B and the In-Year Guidance notes for Parents and Carers are attached at Appendix C.
  3.     The Local Authority has not been made aware of any issues relating to the new arrangements. However, those arrangements have only been in place for a relatively short period of time and it is too soon to be able to assess how well those arrangements are operating.
  4.     The Local Authority would welcome any comments on the new arrangements from the Academy and the school representatives on the Forum.
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**Appendices:**

- Appendix A      In-Year Guidance Notes for Schools
- Appendix B      In-Year Application Form (to be circulated separately)
- Appendix C      In-Year Admissions notes of Guidance for Parents and Carers  
(to be circulated separately)