

Who Can Do What

| Who? | Type of Proposals | Decision Maker | Right of Appeal to the Adjudicator? |
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| Local Authority | Community Schools: - Alteration of upper age limit (including addition or removal of sixth form education); - Alteration of lower age limit (including addition or removal of nursery provision); | LA or Schools Adjudicator ¹ | CofE Diocese; RC Diocese; YPLA/EFA (14-19 provision); No |
| Governors of Voluntary Schools | - Alteration of upper age limit (including addition or removal of sixth form education); - Alteration of lower age limit (including addition or removal of nursery provision); | LA or Schools Adjudicator ¹ | CofE Diocese; RC Diocese; YPLA/EFA (14-19 provision); School's GB and Trustees. No |
| Governors of Foundation Schools | - Alteration of upper age limit (including addition or removal of sixth form education); - Alteration of lower age limit (including addition or removal of nursery provision); | LA or Schools Adjudicator ¹ | CofE Diocese; RC Diocese; YPLA/EFA (14-19 provision); School's GB and Trustees. No |

¹ Schools Adjudicator will be the decision maker in the first instance only if the proposal is "related" to another proposal which falls to be determined by the schools adjudicator. The adjudicator will also be the decision maker if the proposal is decided by the LA but then a specified body requests that the decision be referred to the adjudicator, or, if the LA fail to determine the proposals within 2 months of the end of the representation period.

Proposals to make an alteration of upper or lower age limit (including add or remove a nursery)

| | PROCESS | TIMESCALE |
|---------|--|---|
| Stage 1 | Statutory Consultation (includes consultation on any prescribed alterations to linked schools) | Not prescribed (minimum of 6 weeks recommended - school holidays should be taken into consideration and avoided where possible) – consultees prescribed in legislation. |
| Stage 2 | Publish statutory notice | 1 day |
| Stage 3 | Representation period (to allow for comments and objections to be submitted) | Representation period must be 6 weeks. The length of the representation period is prescribed in legislation and cannot be changed. |
| Stage 4 | Decision by: LA <u>or</u> Schools Adjudicator | Within 2 months of end of Stage 3 No prescribed timescale |
| Stage 5 | Implementation (if approved) | No prescribed timescale – but must be as specified in the published notice, subject to any modifications agreed by the Decision Maker |

NB. The following process and decisions flowchart only relates to proposals to change age ranges in maintained schools and not other prescribed alterations i.e. closure, SEN provision or other changes in character. It does not relate to similar proposals affecting Academies who should seek guidance from their YPLA/EFA contact.

Process for schools considering changing the age range of their pupils

