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**Meeting: CENTRAL BEDFORDSHIRE ADMISSIONS FORUM**

**Date: 1 November 2011**

**Subject: Admission Arrangements September 2013  
Co-ordinated Admission Schemes**

**Report of: Deputy Chief Executive/Director of Children's Services**

**Summary:** The purpose of this report is to inform the Forum of the proposed co-ordinated admission schemes for 2013/2014.

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Contact Officer: Rosa Bonwick

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**RECOMMENDATIONS:**

- 1. To agree, with the exception of the section on in-year admissions, the proposed co-ordinated admissions scheme for upper schools, upper phase academies and secondary schools**
- 2. To agree, with the exception of the section on in-year admissions, the proposed co-ordinated admissions scheme for middle, primary, lower schools and middle and lower phase academies**

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**Co-ordinated Scheme for Upper Schools, Upper Phase Academies and Secondary Schools**

1. The proposed co-ordinated scheme for upper schools, upper phase academies and secondary schools is attached at Appendix A.
2. The timescales for the transfer process have been updated for the 2013/2014 admissions round. A change is also proposed to paragraph 2.19. Following evaluation of the current system which requires parents to notify the School Admissions Service of acceptance or rejection of the place offered, it was felt that the processing of reply slips was an administrative burden which added little value to the process, given that parents who did not respond were deemed to have accepted the place offered. It would seem appropriate, therefore, to ask parents to notify the School Admissions Service only if they are **not** accepting the place offered.
3. Members of the Forum will recall from the previous meeting that the draft School Admissions Code proposes the removal of the requirement on local authorities to co-ordinate in-year admissions. The section within the scheme relating to in-year admissions will be reviewed once the new Code has been published.

## **Co-ordinated Scheme for Middle, Primary, Lower Schools and Middle and Lower Phase Academies**

4. The proposed co-ordinated scheme for middle, primary, lower schools and middle and lower phase academies is attached at Appendix B.
5. The timescales have been updated for the 2013/2014 admissions round. A change is also proposed to paragraphs 2.18 and 2.44 for the reasons set out in paragraph 2 above.
6. The section within the scheme relating to in-year admissions will be reviewed once the new Code has been published.

### **Consultation**

7. Consultation on the proposed changes to the schemes will take place once the new School Admissions Code has been published.

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### **Appendices:**

Appendix A - Co-ordinated Scheme for admissions to Upper Schools and Academies - Academic Year 2013/2014

Appendix B - Co-ordinated Scheme for admissions to Middle, Primary, Lower Schools and Middle and Lower Phase Academies - Academic Year 2013/2014

October 2011

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