

Report



Cabinet Member for Education and Skills

Part 1

Date: 22 March 2022

Subject School Admission Arrangements 2023/24

Purpose To consider the responses received during the recent consultation exercise and as a result to determine the Council's school admission arrangements for the academic year commencing September 2023

Author School Admissions Manager

Ward All

Summary In accordance with Welsh Government's statutory School Admissions Code, the Council is required to undertake an annual consultation on admission arrangements in the school year beginning two years before the school year in which the arrangements will apply.

Accordingly, a consultation was launched on 15 December 2021 and concluded on 18 February 2022 in relation to the proposed admission arrangements for September 2023 onwards. A consultation report has now been drafted which describes the consultation process.

Whilst the consultation report is attached at Appendix 1 for reference, this decision report references the content and recommends that the admission arrangements be determined as outlined in the consultation document. In accordance with the statutory code, these arrangements must be determined by 15 April 2022.

Proposal To determine and set the Council's school admission arrangements for September 2023 as outlined in the recent consultation with stakeholders, incorporating a closing time of 17:00 on the closing dates.

Action by Chief Education Officer

Timetable These arrangements must be determined by 15 April 2022

This report was prepared after consultation with:

- Corporate Management Team
- Education Senior Management Team
- Senior HR Business Partner
- Senior Finance Business Partner

Signed

Background

Under the School Standards and Framework Act 1998, the Council has responsibility for the discharge of the school admissions function for all community and voluntary controlled schools in Newport. As an admission authority, the Council acts in accordance with the Welsh Government School Admissions Code and the School Admissions Appeals Code.

It is a statutory requirement of the School Admissions Code that the Council carries out an annual consultation on its school admission arrangements. The consultation must conclude by 1st March each year so that the resulting admission arrangements can be determined, either in their original form or with such modifications as the Council think fit, by 15th April in the determination year. The determination year is the school year beginning two years before the school year in which the arrangements will apply.

Consequently, a consultation was launched on 15th December 2021 and concluded on 18th February 2022 in relation to the proposed admission arrangements for September 2023 onwards. **No changes were proposed.** A consultation report has been drafted which describes the consultation process. There is now a requirement to consider any feedback received during the consultation and to determine the Council's school admission policy for September 2023.

A copy of the Consultation Report is attached at Appendix 1.

Stakeholder Engagement

The School Admissions Code provides lists of bodies that admission authorities must and should consult with on changes to admission arrangements. A list of the statutory and non-statutory consultees with whom the Council engaged in relation to this consultation is included within the Consultation Report at Appendix 1. The consultation was also publicised through the Council's 'Have your say' web page and via agreed social media channels.

Consultation Responses

The Council did not receive any responses to the consultation.

Learner Voice

The Council is keen to gain the views of learners when proposing policy changes. As a result, whilst the School Admissions Code does not stipulate that consultation should include engagement with learners, a questionnaire was developed and distributed to the Newport City Youth Council (who did not respond) and to school pupils for whom English is an additional language. The latter was facilitated by bilingual teaching assistants from Gwent Education Minority-ethnic Service.

29 valid responses were received by the deadline date. Further information about this feedback is included within the Consultation Report at Appendix 1.

Additional considerations

Since launching the consultation, it has been considered that a time of 17:00 should be enforced on all closing dates in order to avoid a position whereby an applicant is making an online application outside of office hours, where no support would be available. As a result, the wording of the policy will now change to reflect this as follows:

September 2023 Admissions Timetable

September 2023 Admission Group:	Admission round commences:	Closing date for applications:	Offer date:
Nursery	7 Jul 22	17:00 15 Sept 22	1 Dec 22
Reception	2 Nov 22	17:00 11 Jan 23	17 Apr 23*
Year 7 (secondary school)	21 Sept 22	17:00 23 Nov 22	1 Mar 23*

**This is a common offer date across all Welsh admission authorities*

Financial Summary

There are no costs associated with this proposal.

Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Failure to determine the admission arrangements for 2023 by the required date	M	L	This is an annual process, and consultation has already been undertaken in accordance with the requirements of the statutory code.	Chief Education Officer

** Taking account of proposed mitigation measures*

Links to Council Policies and Priorities

Wellbeing of Future Generations (Wales) Act 2015
 Council Improvement Plan (*Aspirational People* theme)
 Corporate Plan
 Education Service Plan

Options Available and Considered

Option 1: To determine and set the Council's school admission arrangements for September 2023 as outlined in the recent consultation with stakeholders.

Option 2: To determine and set the Council's school admission arrangements for September 2023 as outlined in the recent consultation with stakeholders but with modifications to take account of the new closing time.

Preferred Option and Why

The preferred option is Option 2 as this will ensure compliance with the Welsh Government School Admissions Code and should ensure that no applicant is left without support when attempting to make an online application after office hours on the closing date.

Comments of Chief Financial Officer

There are no financial implications to this report

Comments of Monitoring Officer

The Council has a statutory duty under section 20 of the School Standards and Framework Act 1998 and the Admissions Regulations to undertake consultation on its proposed admission arrangements during the period from 1st September to 1st March in the school year which is two years before the commencement of the school year in which the arrangements are to take effect.

Therefore, the Council has carried out consultation on proposed amendments to its admission policy for maintained schools, which will apply as from September 2023. The outcome of the consultation and the responses received are set out in the Report. The consultation process has been carried out in accordance with the Welsh Government's statutory School Admissions Code, which prescribes the various statutory consultees who had to be engaged in the process and the details that had to be included in the proposed admissions policy/arrangements. The statutory consultation process is fully compliant with the Council's general equalities, socio-economic and well-being duties and consistent with the Children and Families Measure.

The purpose of the public consultation process is to maintain openness and transparency and to ensure that admission arrangements are fair and equitable. The proposed admission policy for 2023/24 does not include any substantive changes to the current policy. However, following the consultation process, there has been one minor procedural change to impose a time deadline of 17.00 for submission of applications on all closing dates. The Cabinet Member is now required determine the final School Admission Arrangements for September 2023, in the light of the consultation responses, by the statutory deadline of 15th April 2022.

Comments of Head of People and Business Change

The annual consultation on school admissions arrangements help to meet sustainable development duties under the Wellbeing of Future Generations Act 2015, in particular the duty to 'involve' stakeholders in decisions that affect them and to work collaboratively. Effective consultation with a range of stakeholders can help assess the adequacy and acceptability of the arrangements. Following stakeholder consultation, the report recommends that the 2023 admission arrangements as outlined in the recent consultation, be taken forward, but with modifications to take account of the new closing time for applications.

There are no human resources implications in this report.

Scrutiny Committees

Not applicable

Fairness and Equality Impact Assessment:

- **Wellbeing of Future Generation (Wales) Act**
- **Equality Act 2010**
- **Socio-economic Duty**
- **Welsh Language (Wales) Measure 2011**

The council has a number of legislative responsibilities to assess the impact of any strategic decision, proposal or policy on people that may experience disadvantage or inequality. A Fairness & Equality Impact Assessment (FEIA) was developed in relation to the 2021 admissions policy but has not been repeated for the 2023 policy as no changes are proposed. The FEIA is attached at Appendix 2.

The proposal supports the sustainable development principle and 5 ways of working set out in the Wellbeing of Future Generations Act (2015) as follows:

- Long-term: the importance of balancing short- term needs with the need to safeguard the ability to also meet long – term needs. As an admission authority, the Council acts in accordance with the Welsh Government School Admissions Code (and the School Admissions Appeals Code). As imposed by the Codes the Council annually sets out its own local admission arrangements, known as the Newport School Admissions Policy, following consultation with stakeholders. Admission to all community and voluntary controlled schools in Newport is governed by this policy (each Governing Body derives the school admissions policy for voluntary-aided schools). These policies are in place to ensure that access to education is managed fairly and equitably,

whilst ensuring that no one school is forced to admit more children than it can reasonably accommodate.

- Prevention: how acting to prevent problems occurring or getting worse may help us meet our objectives. The School Admissions Policy gives the highest priority for admission to the most vulnerable children in our communities; including children looked after by a local authority and those with additional learning needs. Additionally, whilst the key theme of the WG Code is parental preference of school, the school admissions policy is largely centred on local catchment areas, which give priority for school places to local children over those who live further away. Not only does this support families in managing the home to school journey, but it also facilitates effective transition through the various stages of education.
- Integration: consider how the proposals will impact on our wellbeing objectives, our wellbeing goals, other objectives or those of other public bodies. This proposal supports the following well-being goals and NCC well-being objectives:
 - ✓ 'a more equal Wales' – through access to education pupils are enabled to fulfil their potential no matter what their background or circumstances;
 - ✓ 'a Wales of vibrant culture and thriving Welsh language' – the Welsh language is protected and promoted by the establishment of new Welsh-medium schools;
 - ✓ 'to improve skills, educational outcomes and employment opportunities' through access to education;
 - ✓ 'to build cohesive and sustainable communities' through the application of catchment area priority for admission.
- Collaboration: have you considered how acting in collaboration with any other person, or any other part of our organisation could help meet our wellbeing objectives? The school admissions policy was established and is regularly reviewed collaboratively with colleagues in Education and Social Services, with local schools, governing bodies and diocesan representatives and with neighbouring local authorities.
- Involvement: The importance of involving people with an interest in achieving the wellbeing goals, and ensuring that those people reflect the diversity of the City we serve. It is a statutory requirement of the School Admissions Code that the Council carries out an annual consultation on its school admission arrangements between 1 September and 1 March each year, beginning two years before the school year in which the arrangements will apply. In Newport, both statutory and non-statutory consultees are consulted, the latter including engagement with learners. Following conclusion of the consultation, a consultation report is drafted to describe the consultation process and feedback received (Appendix 1).

Crime and Disorder Act 1998

Not applicable

Consultation

Stakeholder consultation including the views of learners has been carried out and is outlined in some detail in the attached consultation report.

Background Papers

Consultation Report (Appendix 1)

Fairness and Equality Impact Assessment – March 2020 (Appendix 2)

Dated: 22 March 2022

Appendix 1: Consultation Report

Newport City Council School Admission Arrangements 2023/24

Legislation

It is a statutory requirement of the Welsh Government School Admissions Code that Newport City Council, as the admissions authority for all community and voluntary controlled schools in Newport, carries out an annual consultation on its school admission arrangements. The consultation must conclude by 1st March each year so that the resulting admission arrangements can be determined, either in their original form or with such modifications as the Council think fit, by 15th April in the determination year.

The determination year is the school year beginning two years before the school year in which the arrangements will apply. Consequently, Newport City Council recently undertook public consultation on the admission arrangements that will become effective from September 2023, even though no changes were proposed.

Consultation Period

Whilst the School Admissions Code states that consultation on admission arrangements must be carried out between 1st September and 1st March in the determination year, the actual length of the consultation period is not specified. Newport City Council's consultation on admission arrangements for 2022 therefore commenced on 15th December 2021 and closed on 18th February 2022. This afforded a consultation period of nine weeks.

Purpose of the report

To inform consultees and other interested parties of the outcome of the consultation on admission arrangements for the academic year 2023/24.

This consultation report includes the following sections:

- Stakeholder engagement
- Consultation responses
- Learner Voice
- Recommendations

Stakeholder Engagement

In accordance with Welsh Government's School Admissions Code, formal consultation was undertaken with the following statutory and non-statutory consultees:

Statutory consultees	
The governing body of relevant schools	The governing bodies of all community and voluntary controlled schools in Newport
All neighbouring local authorities	Blaenau Gwent County Borough Council Caerphilly County Borough Council Cardiff City Council Monmouthshire County Council Torfaen County Borough Council
Admission authorities for all other maintained schools in the area	The governing bodies of all voluntary aided schools in Newport
In the case of schools with a religious character, such body or person representing	In Newport there are both Church in Wales schools and Roman Catholic schools

the religion or religious denomination in question	
Non-statutory consultees	
The admission forum serving the area	Newport School Admissions Forum
Headteachers	The Headteachers of all schools in Newport
Elected members	All Newport City Council elected members
Community councils	All community councils in Newport
Other organisations	Gwent Association of Voluntary Organisations Newport Early Years Development & Childcare Partnership
Newport City Council Teams	Children & Young People's Services Family Information Service Flying Start Integrated Transport Vulnerable People Relocation Project

The consultation document was also publicised through the Council's 'Have your say' web page and via their social media channels.

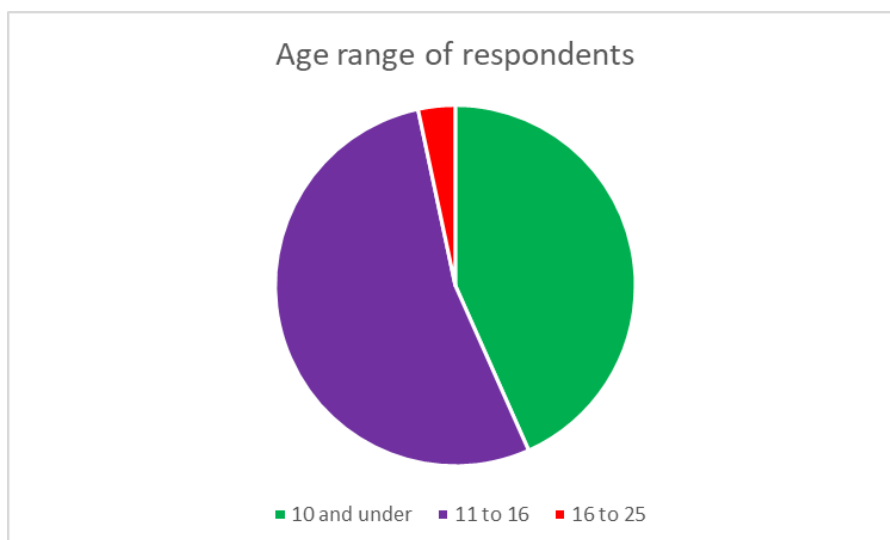
Consultation Responses

No responses were received during the consultation period

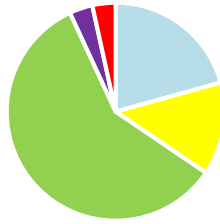
Learner Voice

The Council is keen to gain the views of learners when proposing policy changes. As a result, whilst the School Admissions Code does not stipulate that consultation should include engagement with learners, a questionnaire was developed and issued to the Newport City Youth Council (who did not respond) and to school pupils for whom English is an additional language. The latter was facilitated by Bilingual Teaching Assistants from Gwent Education Minority-ethnic Service (GEMS). A copy of the questionnaire is appended to this report.

The questionnaire was taken in 8 different languages and 29 valid responses were received by the deadline, the details of which are as follows:



Why do you think it necessary to have a school admissions policy?



■ Don't know

■ So there is clear guidance on how/why school places are allocated

■ To make sure that school places are allocated fairly to all learners

■ So that schools can decide which pupils they do or don't want to admit and to make sure that school places are allocated fairly to all learners

■ So that schools can decide which pupils they do or don't want to admit

- 24 pupils (83%) had not previously heard of the school admissions policy, but 76% thought it was necessary to have one.
- After having read a summary of the policy, 23 pupils (79%) believe there is enough choice available to meet their personal preference of school.
- Within the oversubscription criteria:
 - 13 pupils (45%) agree that the highest priority for a school place should be given to children with additional learning needs and those who are in the public care system.
 - 21 pupils agree that priority should be given to those pupils living within the catchment area/nearest the school, over those who live outside/further away.
 - 26 pupils (90%) think a child should be offered a place in a school if they have a sibling that already attends
- When asked if they thought the school admissions policy was clear and contained all the information needed to make an informed decision on school preference, 19 pupils (66%) did not know.
- Only 2 (7%) pupils felt that the school admissions policy affected them.

Additional considerations

Since launching the consultation, it has been considered that a time of 17:00 should be enforced on all closing dates in order to avoid a position whereby an applicant is making an online application outside of office hours, where no support would be available. As a result, the wording of the policy will now change to reflect this.

Recommendations

It is recommended that the admission arrangements be taken forward for implementation with effect from September 2023, incorporating a closing time of 17:00 on the closing dates. This decision will be now referred to the Cabinet Member for Education and Skills and taken through the Council's agreed democratic process.

Survey for collating pupil voice

Newport City Council School Admissions Policy



Introduction

Newport City Council is the 6th largest of 22 authorities in Wales. It covers a geographical area of just over 73.5 square miles (**which is 5,000 times as big as the**

Principality Stadium in Cardiff!).

At the last count in April 2021, there were 27,170 children and young people attending a nursery or school across Newport.

For all those children and young people Newport has:

- 1 nursery school
- 43 primary schools (most of which have a nursery attached)
 - 4 are Welsh-medium schools
 - 8 are faith schools
 - 6 Roman Catholic schools
 - 2 Church in Wales schools
- 9 secondary schools
 - 1 of which is a Welsh-medium school
 - 1 of which is a Roman Catholic faith school
- 2 special schools for pupils with additional learning needs

An application must be made for every child that needs a school place and, with the exception of the seven Roman Catholic schools and one of the Church in Wales primary schools, the Council manages all applications for admission to these schools. **Almost 7,000 applications were received during the 2020/21 academic year!**

As each school has a maximum number of learners that it can physically accommodate comfortably and safely, and to ensure that school places are allocated fairly, admission arrangements are carried out in accordance with a school admissions policy, which specifically sets how an application should be made and will be processed. A school admissions policy has 2 functions:

1. To ensure that no school takes more learners than it can accommodate. An oversubscribed school cannot effectively provide efficient education for its learners.
2. To ensure that places are allocated fairly and equitably for all groups of children and young people

In simple terms, the school admissions process requires a parent or carer to submit an application for their child to go to school and the Council offers a place at the preferred school, if available. Sometimes though, a particular school can receive more applications than there are places available and it is then the Council's job to apply a set of criteria to decide which learners are given a place. The **oversubscription criteria** below is in order of priority and ensures that the most eligible are allocated a place first.

1. Children or young people with additional learning needs
2. Children or young people looked-after (or previously looked-after) by the local authority (in care)
3. Children or young people living within the catchment area with specific medical grounds
4. Children or young people living within the catchment area with a sibling already attending the school
5. Children or young people living within the catchment area
6. Children or young people living outside of the catchment area with specific medical grounds

7. Children or young people living outside of the catchment area with a sibling already attending the school
8. Children or young people living outside of the catchment area

After considering the above categories, or if a tie-break is necessary, priority is given to those living nearest the school. Those that are refused a place at a school are given the right to appeal against this decision to an independent panel.

Questionnaire

1. What age group are you?
10 and under
11 to 16
16 to 25
2. What language are you using to complete the questionnaire?
3. Do you think there is enough choice available to you when selecting a school to meet your personal preference (e.g. Welsh Medium, faith schools)? **Yes / No**
 If no, please explain why.
4. Have you ever heard of a school admissions policy? **Yes / No**
5. Why do you think it is necessary to have a school admissions policy? Please choose one of the following options or add your own reason below:
 - **So that schools can decide which pupils they do or don't want to admit?**
 - **To make sure that school places are allocated fairly to all learners**
 - **Its's just another policy the council have that they don't need**
 - **So there is clear guidance on how/why school places are allocated.**
 - **Other, please specify:**
6. Look at the oversubscription criteria, which shows the order of priority given for a school place.
 - Do you agree that the highest priority for a school place should be given to children with additional learning needs and those who are in the public care system?
Yes / No / Don't Know
 - Do you think it's a good idea to give a higher priority to children living nearest the school?
Yes / No / Don't Know
 - Do you think priority should be given to those applying for a school that their sibling attends?
Yes / No / Don't Know
 - Or, do you think you should be offered a place in a school if you have a sibling that already attends?
Yes / No / Don't Know
 - Would you change the order of the criteria or add any other priorities?
Yes / No / Don't Know

If yes, please explain:
7. Each property in Newport has an English-medium and a Welsh-medium catchment school and priority is given to those pupils living within the catchment area over those who live outside. Do you agree with this? **Yes / No / Don't Know**
 If not, why?
8. Do you think the policy has is clear and has all the information needed to enable you to make an informed decision on the school you want to apply for? **Yes / No / Don't Know**

If no, please explain.

9. Does the school admissions policy affect you?

Yes / No / Don't Know

If yes, please explain how and what you feel about this?

Thank you for taking the time to complete this questionnaire
School Admissions Team School.admissions@newport.gov.uk

Appendix 2: Fairness and Equalities Impact Assessment

Version 3.6 May 2017

The purpose of this assessment is to provide balanced information to support decision making and to promote better ways of working in line with equalities (Equalities Act 2010), Welsh language promotion (The Welsh Language (Wales) Measure 2011), sustainable development (Wellbeing of Future Generations (Wales) Act 2015), and the four parameters of debate about fairness identified by the Newport Fairness Commission (NFC Full Report to Council 2013)

Completed by: Deborah Weston **Role:** Service Manager

Head of Service: Chief Education Officer **Date:** 05/03/2020

I confirm that the above Head of Service has agreed the content of this assessment
Yes / No

When you complete this FEIA, it is your responsibility to submit it to
impact.assessments@newport.gov.uk

1. Name and description of the policy / proposal being assessed. Outline the policy's purpose.

Newport City Council School Admissions Policy 2021/22

Under the School Standards and Framework Act 1998, the Council has responsibility for the discharge of the school admissions function for all community and voluntary controlled schools in Newport. As an admission authority, the Council acts in accordance with the Welsh Government School Admissions Code and the School Admissions Appeals Code.

It is a statutory requirement of the School Admissions Code that the Council carries out an annual consultation on its school admission arrangements. The consultation must conclude by 1st March each year so that the resulting admission arrangements can be determined, either in their original form or with such modifications as the Council think fit, by 15th April in the determination year. The determination year is the school year beginning two years before the school year in which the arrangements will apply.

Consequently, a consultation was launched on 8th January 2020 and concluded on 28th February 2020 in relation to the proposed admission arrangements for September 2021 onwards, and a consultation report has been drafted which describes the consultation process and feedback received. There is now a requirement to consider this feedback and as a result to determine the Council's school admission policy for September 2021.

The proposals for change are as follows:

1. To redefine the Caerleon Comprehensive School catchment area to align with the Newport City Council boundary, thereby removing all areas of Monmouthshire and Torfaen from the catchment area;
2. To move Somerton Primary School from the Lliswerry cluster and catchment area to the Llanwern cluster and catchment area;
3. To replace the guaranteed school place for children of UK service personnel in any school of their choice with the catchment school;
4. To remove the specific priority for children who are on the child protection register.

2. Outline how you have/will consult with stakeholders who will be affected by the policy/proposal.

It is a statutory requirement of the School Admissions Code that the Council carries out an annual consultation on its school admission arrangements. The consultation must conclude by 1st March each year so that the resulting admission arrangements can be determined, either in their original form or with such modifications as the Council think fit, by 15th April in the determination year. The determination year is the school year beginning two years before the school year in which the arrangements will apply.

In September 2019, and in advance of the proposal being launched, both Monmouthshire and Torfaen LAs were notified that Newport was likely to take forward consultation on this basis. In November 2019, the proposed changes were presented to the Newport School Admissions Forum, a statutory committee that has a key role in ensuring a fair admission system.

Subsequently, in accordance with the Code, formal consultation was carried out between 8th January 2020 and 28th February 2020 with the following list of statutory and non-statutory consultees:

Statutory consultees	
The governing body of relevant schools	The governing bodies of all community and voluntary controlled schools in Newport
All neighbouring local authorities	Caerphilly County Borough Council Cardiff City Council Monmouthshire County Council Torfaen County Borough Council
Admission authorities for all other maintained schools in the area	The governing bodies of all voluntary aided schools in Newport
In the case of schools with a religious character, such body or person representing the religion or religious denomination in question	Diocesan Director, Church in Wales Diocesan Director, Roman Catholic
Non-statutory consultees	
The admission forum serving the area	Newport School Admissions Forum
Parents of children attending the primary schools likely to be affected	Parents of children attending: <i>Caerleon Lodge Hill Primary</i> <i>Charles Williams Church in Wales Primary</i> <i>Goytre Fawr Primary</i> <i>Langstone Primary</i> <i>Ponthir Church in Wales Primary</i> <i>Somerton Primary</i> <i>Usk Church in Wales Primary</i>
Headteachers	The Headteachers of all schools in Newport plus the following affected schools in Monmouthshire and Torfaen: <i>Goytre Fawr Primary</i> <i>Ponthir Primary</i> <i>Usk Church in Wales Primary</i>
Elected members	All Newport City Council elected members
Community councils	All community councils in Newport
Representatives of UK Service Personnel	The Regional Armed Forces Covenant Liaison Officer Newport Armed Forces Champion UK Service families attending Newport schools
Other organisations	Gwent Association of Voluntary Organisations

	Newport Early Years Development & Childcare Partnership
Newport City Council Teams	Children & Young People's Services Law & Regulation Family Information Service Flying Start Housing & Regeneration Integrated Transport Vulnerable People Relocation Project
Pupils attending the primary schools likely to be affected	Pupils attending the following schools: <i>Caerleon Lodge Hill Primary</i> <i>Charles Williams Church in Wales Primary</i> <i>Goytre Fawr Primary</i> <i>Langstone Primary</i> <i>Ponthir Church in Wales Primary</i> <i>Somerton Primary</i> <i>Usk Church in Wales Primary</i>
Pupils attending the relevant secondary schools	Pupils attending the following schools: <i>Caerleon Comprehensive</i> <i>Llanwern High</i> <i>Lliswerry High</i>

The consultation document was also publicised through the Council's 'Have your say' web page and via their social media channels.

The Council is keen to gain the views of learners when proposing policy changes. As a result, whilst the School Admissions Code does not stipulate that consultation should include engagement with learners, attempts were made for this to be undertaken. This was the first year that this has been attempted in relation to the annual consultation on admission arrangements and was facilitated via an on-line SNAP survey that was circulated via the schools listed in the section above.

Some of these surveys were issued late in the consultation period, and the Education Service acknowledges therefore that this engagement was not as effective as it was intended. As a result, the Learner Voice is difficult to assess effectively in this case. Notwithstanding this, 66 responses were received by the deadline date.

Following conclusion of the consultation, a consultation report has now been drafted which describes the consultation process and feedback received. The report recommends that the changes proposed via this consultation be taken forward for implementation. This decision will be now referred to the Cabinet Member for Education and Skills and taken through the Council's agreed democratic process.

3. What information/evidence do you have on stakeholders? e.g. views, needs, service usage etc. Please include all the evidence you consider relevant.

The School Admissions Code provides lists of bodies that admission authorities must and should consult with on changes to admission arrangements. A consultation document was prepared and distributed to these stakeholders. Comments and questions arising were submitted to the Council and are reflected within the consultation report.

Evidence used to complete the consultation report includes:

- Pupil Level Annual School Census (PLASC) data
- School specific data relating to Caerleon and Somerton (e.g. ALN and BAME data, LA projections and admissions trends)
- Consultation responses
- Online pupil survey responses


4. Equalities and Welsh language impact


Protected characteristic	Impact:			Provide further details about the nature of the impact in the section below. Does it: <ol style="list-style-type: none"> 1. Promote equal opportunity 2. Promote community cohesion 3. Help eliminate unlawful discrimination/ harassment/ victimisation?
	Positive	Negative	Neither	
Age	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<p>The proposal will affect children and young people of school age.</p> <p>Negatively: The proposal seeks to change secondary school catchment areas. This will likely impact negatively on primary-aged children currently living in the affected areas as the catchment area priority they are currently benefitting from will no longer apply. This could particularly affect pupils whose older siblings are already attending the preferred school and were admitted when it was their catchment school. Such pupils will however continue to be able to make an application for the school and could qualify for other priorities in accordance with the published oversubscription criteria, e.g. sibling priority or home to school distance, depending upon individual family circumstances.</p> <p>School-aged children of UK Service Personnel families that are moving to Newport as a result of the parent's discharge from service will no longer be given the advantage of a guaranteed a place at the school of their choice and, if the school is already full in the relevant year group, the application will be refused. However, they will be subject to the same conditions as all other applicants under the school admissions policy and as such, any refusal of a school place will trigger the applicant's right to appeal against the decision to an independent panel.</p> <p>Positively: Reducing the size of the Caerleon Comprehensive School catchment area, and thereby the number of in-catchment pupils, will increase the number of places available for non-catchment applicants, either from within or outside of Newport. This means that Newport pupils will no longer be designated a lower priority than non-Newport pupils. In addition, given that a significant proportion of Somerton pupils already elect a preference for Llanwern High School, the change in catchment will have a positive impact on the success of their application.</p> <p>Neither: As the Council has various arrangements in place to serve the interests of vulnerable children, it is anticipated that the proposal to remove the Child Protection statement will have a neutral impact on this protected characteristic.</p>


Protected characteristic	Impact:			Provide further details about the nature of the impact in the section below. Does it: 1. Promote equal opportunity 2. Promote community cohesion 3. Help eliminate unlawful discrimination/ harassment/ victimisation?
	Positive	Negative	Neither	
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest this proposal will have a disproportionate impact against this protected characteristic. This proposal applies to mainstream admission only and not to pupils placed in specialist learning resource bases. All Newport secondary schools run internal in-house provision to support mainstream pupils with a range of difficulties but these are funded from within school budgets. Consequently, all schools are able to provide the same standard of mainstream provision for pupils with additional learning needs.
Gender reassignment/ transgender	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest this proposal will have a disproportionate impact against this protected characteristic.
Marriage or civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest this proposal will have a disproportionate impact against this protected characteristic.
Pregnancy or maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest this proposal will have a disproportionate impact against this protected characteristic.
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest this proposal will have a disproportionate impact against this protected characteristic. Gwent Education Minority Ethnic Service is able to provide the same standard of language support in all schools as such support is dependent upon need and languages available, regardless of school base.
Religion or Belief or non-belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest this proposal will have a disproportionate impact against this protected characteristic.
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest this proposal will have a disproportionate impact against this protected characteristic.
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence to suggest this proposal will have a disproportionate impact against this protected characteristic.
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The schools will continue to follow the National Curriculum including Cwricwlwm Cymraeg. In addition, from September 2020, Welsh Second Language A-level courses will be on offer at Caerleon Comprehensive School and Llanwern High School. Students on roll at Lliswerry High School wishing to



Protected characteristic	Impact:			Provide further details about the nature of the impact in the section below. Does it: 1. Promote equal opportunity 2. Promote community cohesion 3. Help eliminate unlawful discrimination/ harassment/ victimisation?
	Positive	Negative	Neither	
				<p>take A-level Welsh can access this through the collaboration with St Julians School.</p> <p>However, the proposal is unlikely to make a meaningful contribution to Newport's 5-Year Welsh Language target of increasing the number of Welsh speakers across the city.</p>

5 How has your proposal embedded and prioritised the sustainable development principle in its development?

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? Describe how.
 <p>Long Term</p> <p>Balancing short term need with long term needs</p>	<p>Newport's population is continuing to increase and with it the number of school age children. There has been a rise of 1,949 children in Newport schools between 2011 and 2019. Pupil population forecasts indicate that by 2024 there will be 14,097 primary school and 12,260 secondary school children in Newport, which represents an additional 2,038 children compared with 2019.</p> <p>Primary and secondary cohorts for the September 2019 annual admissions round were the largest to date with an unprecedented demand for Year 7 English-medium places across the city as a whole. In response to this demand, the Council negotiated additional Year 7 places across four English-medium secondary schools for this specific year group. A similar issue has since arisen in relation to the September 2020 Year 7 cohort, with additional provision created at two English-medium secondary schools.</p> <p>Welsh Government recommends 10% as the optimum level of surplus school places. In terms of English-medium places, Newport schools have only a 7.6% surplus at primary level and a 9.6% surplus across secondary schools. Whilst it would appear that this surplus at secondary level is broadly in line with Welsh Government's recommendation, it is worth noting that a significant element of this surplus is located in just two schools, both of which are located in the East of the City (Llanwern High and Lliswerry High). In addition, the actual number of surplus places are much lower in Years 7 and 8 than they are in Years 9, 10 and 11.</p> <p>This is also a concern in the context of the significant number of in-year school applications traditionally received in previous years. The Council is therefore seeking to maximise the number of school places available to Newport pupils across the city, through a variety of methods.</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? Describe how.
 <p data-bbox="240 1025 347 1048">Collaboration</p> <p data-bbox="145 1070 405 1133">Working together to deliver objectives</p>	<p data-bbox="459 295 1401 629">Welsh Government has confirmed that the responsibility for designating alternative catchment schools lies with the Local Authority (LA) in which a pupil is resident. As a result, both Monmouthshire and Torfaen LAs were notified in September 2019 that Newport was likely to take forward consultation on this basis. Both LAs subsequently responded to the formal consultation. Torfaen noted that they would be unable to make provision for the displaced (Ponthir) pupils in readiness for September 2021. In response, Newport noted that they had made Torfaen aware of the proposal in September 2019, thus giving almost two-years notice of the change.</p> <p data-bbox="459 633 1337 757">Having already considered similar changes in 2019 to take effect in 2020, Monmouthshire was broadly in favour of Newport's proposal. However, they asked that consideration be given to two matters as follows:</p> <ul data-bbox="507 768 1401 1133" style="list-style-type: none"> <li data-bbox="507 768 1401 1032">• An area within Monmouthshire's boundary that currently falls within the catchment area for Charles Williams Church in Wales Primary School (this is a voluntary aided school responsible for its own admission arrangements). This area was omitted from Monmouthshire's proposal and therefore is now in danger of being without a denoted secondary catchment school. This was not identified as an issue by any party prior to the launch of Newport's consultation, and <li data-bbox="507 1037 1401 1133">• That additional priority be afforded to pupils whose older siblings were admitted to Caerleon Comprehensive School when it was their catchment school. <p data-bbox="459 1137 1401 1503">Whilst sympathising with the issues raised in relation to the first point, this would lead to some disparity with other areas of Monmouthshire and Torfaen, and therefore after consideration it does not seem reasonable to accommodate this request. In response to the comment about sibling links, the Council would advise that the parents of pupils affected by this proposal would still be able to apply for a place at Caerleon Comprehensive School, albeit as out-of-catchment applicants. If the school is oversubscribed, all out-of-catchment applications will be assessed equally against the same criteria, and those with relevant siblings already attending the preferred school will have a higher priority in terms of securing a place</p> <p data-bbox="459 1507 1401 1608">Advance engagement took place with the governing bodies of Caerleon Comprehensive, Llanwern High, Liswerry High and Somerton Primary but no formal responses were received during the consultation.</p> <p data-bbox="459 1612 1401 1733">The proposal was the subject of full public consultation between 8th January 2020 and 28th February 2020, in accordance with the requirements of the Welsh Government statutory school admissions code.</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? Describe how.
 <p data-bbox="245 990 347 1010">Involvement</p> <p data-bbox="145 1019 403 1115">Involving those with an interest and seeking their views</p>	<p data-bbox="459 302 1396 562">It is a statutory requirement of the School Admissions Code that the Council carries out an annual consultation on its school admission arrangements. The consultation must conclude by 1st March each year so that the resulting admission arrangements can be determined, either in their original form or with such modifications as the Council think fit, by 15th April in the determination year. The determination year is the school year beginning two years before the school year in which the arrangements will apply.</p> <p data-bbox="459 568 1396 763">In advance of the proposal being launched, both Monmouthshire and Torfaen LAs were notified in September 2019 that Newport was likely to take forward consultation on this basis. In November 2019, the proposed changes were presented to the Newport School Admissions Forum, a statutory committee that has a key role in ensuring a fair admission system.</p> <p data-bbox="459 801 1396 965">Subsequently, in accordance with the Code, formal consultation was carried out between 8th January 2020 and 28th February 2020 with the list of statutory and non-statutory consultees outlined in the response to question 2. The consultation document was also publicised through the Council's 'Have your say' web page and via their social media channels.</p> <p data-bbox="459 1003 1396 1406">The Council is keen to gain the views of learners when proposing policy changes. As a result, whilst the School Admissions Code does not stipulate that consultation should include engagement with learners, attempts were made for this to be undertaken. This was the first year that this has been attempted in relation to the annual consultation on admission arrangements and was facilitated via an on-line SNAP survey that was circulated via the schools listed in the section above. Some of these surveys were issued late in the consultation period, and the Education Service acknowledges therefore that this engagement was not as effective as it was intended. As a result, the Learner Voice is difficult to assess effectively in this case. Notwithstanding this, 66 responses were received by the deadline date.</p> <p data-bbox="459 1444 1396 1637">Following conclusion of the consultation, a consultation report has now been drafted which describes the consultation process and feedback received. The report recommends that the changes proposed via this consultation be taken forward for implementation. This decision will be now referred to the Cabinet Member for Education and Skills and taken through the Council's agreed democratic process</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? Describe how.
 <p data-bbox="231 797 331 824">Prevention</p> <p data-bbox="140 846 434 981">Putting resources into preventing problems occurring or getting worse</p>	<p data-bbox="456 293 1398 495">Newport's population is continuing to increase and with it the number of school age children. There has been a rise of 1,949 children in Newport schools between 2011 and 2019. Pupil population forecasts indicate that by 2024 there will be 14,097 primary school and 12,260 secondary school children in Newport, which represents an additional 2,038 children compared with 2019.</p> <p data-bbox="456 528 1398 797">Primary and secondary cohorts for the September 2019 annual admissions round were the largest to date with an unprecedented demand for Year 7 English-medium places across the city as a whole. In response to this demand, the Council negotiated additional Year 7 places across four English-medium secondary schools for this specific year group. A similar issue has since arisen in relation to the September 2020 Year 7 cohort, with additional provision created at two English-medium secondary schools.</p> <p data-bbox="456 831 1398 1167">Welsh Government recommends 10% as the optimum level of surplus school places. In terms of English-medium places, Newport schools have only a 7.6% surplus at primary level and a 9.6% surplus across secondary schools. Whilst it would appear that this surplus at secondary level is broadly in line with Welsh Government's recommendation, it is worth noting that a significant element of this surplus is located in just two schools, both of which are located in the East of the City (Llanwern High and Lliswerry High). In addition, the actual number of surplus places are much lower in Years 7 and 8 than they are in Years 9, 10 and 11.</p> <p data-bbox="456 1200 1398 1335">This is also a concern in the context of the significant number of in-year school applications traditionally received in previous years. The Council is therefore seeking to maximise the number of school places available to Newport pupils across the city, through a variety of methods.</p>
 <p data-bbox="244 1648 333 1675">Integration</p> <p data-bbox="140 1697 434 1832">Considering impact on all wellbeing goals together and on other bodies</p>	<p data-bbox="456 1346 1398 1435">This proposal supports the well-being objective to improve skills, educational outcomes and employment opportunities and the following well-being goals:</p> <ul data-bbox="507 1447 1078 1581" style="list-style-type: none"> • a <i>resilient Wales</i>; • a <i>more equal Wales</i>; • a <i>Wales of more cohesive communities</i>; • a <i>globally responsible Wales</i>. <p data-bbox="456 1592 1398 2016">These will be achieved by improving access to education across the city through the adoption of an improved, fair and consistent admissions policy, by aligning primary catchments and secondary clusters to support effective partnership working and effective transition, and through ensuring sufficiency of school places for Newport pupils. During the consultation, responses referred to concern over community cohesion in the wider-Caerleon area. Whilst the catchment area for Caerleon Comprehensive School has traditionally extended into the areas of Usk, Goytre and Ponthir, the demand for school places amongst Newport residents means that this is no longer sustainable. Notwithstanding this, parents will still be able to apply for a place at Caerleon Comprehensive School albeit as an out-of-catchment applicant.</p>

6 Will the proposal/policy have a disproportionate impact on a specific geographical area of Newport?

Whilst the proposed catchment area changes will specifically affect certain wards (Alway, Caerleon and Lliswerry), the proposed changes in relation to Armed Forces families and children on the child protection register are Citywide.

7 How does the proposal/policy relate to the parameters of debate about Fairness identified by the Newport Fairness Commission?

Parameter 1: Equal treatment while recognising difference

The proposal to change the catchment area for Caerleon Comprehensive School removes the priority that non-Newport pupils currently have over Newport pupils. If the proposal is approved, all non-catchment pupils whether resident within or outside of Newport will be deemed equal in terms of priority for admission to this school. It is important to note that this proposal does not exclude any applicants from expressing a preference for Caerleon Comprehensive School. Reducing the size of the catchment area simply increases the opportunity for out-of-catchment applications to be successful. As a result, such applicants may continue to apply for a place at this school, and some applications will undoubtedly be successful based on sibling priority and/or home to school distance.

The proposal in relation to Somerton Primary School is logical to enable the two schools within the Eveswell and Somerton Primary School Partnership to work within one single cluster. In taking this forward, consideration was given to two options – moving Eveswell into Lliswerry or moving Somerton into Llanwern. However, the latter is preferred due to the geographic location of Somerton Primary School, and the fact that the combined admission number of the year 6 cohorts in the current Lliswerry cluster primary schools exceeds the admission number of the secondary school.

The proposal in relation to children of UK service personnel aligns Newport's policy with the guidance outlined in the statutory School Admissions Code. Notwithstanding this change, it is anticipated that the revised policy will continue to support those specific personnel that are required to move at short notice and, as a result, cannot comply with the usual school admission procedures.

In terms of the proposal in relation to pupils on the child protection register, admission authorities must ensure that their arrangements will not unfairly disadvantage a child from a particular social group. As the Council has various arrangements in place to serve the interests of vulnerable children there is no requirement for a specific priority for children who are on the child protection register.

Parameter 2: Mutual obligations between citizens and local government

Welsh Government has confirmed that the responsibility for designating alternative catchment schools lies with the Local Authority (LA) in which a pupil is resident. As a result, both Monmouthshire and Torfaen LAs were notified in September 2019 that Newport was likely to take forward consultation on this basis.

Parameter 3: Interdependency and reciprocity within community relations

Whilst the catchment area for Caerleon Comprehensive School has traditionally extended into the areas of Usk, Goytre and Ponthir, the demand for school places amongst Newport residents means that this is no longer sustainable. Notwithstanding this, parents will still be able to apply for a place at Caerleon Comprehensive School albeit as an out-of-catchment applicant.

Parameter 4: Transparency and accountability in decision-making

This proposal has been subject to consultation in line with the guidance outlined in the School Admissions Code. It is recommended that the changes proposed via this consultation be taken

forward for implementation with effect from September 2021. This decision will be now referred to the Cabinet Member for Education and Skills and taken through the Council's agreed democratic process.

8. Equality Impacts and Actions

In total, 52 responses were received during the consultation period, all of which related to the proposal to amend the catchment area for Caerleon Comprehensive School. Of these, 47 responses raised concerns regarding the proposal. The remaining five responses neither supported nor objected to the proposal but merely raised questions in relation to their particular circumstances. Respondents included pupils, parents and carers, members of the public, Community Councils, Governing Bodies, Members of Parliament, Elected Members, neighbouring Local Authorities and the Diocese of Monmouth. Whilst some respondents raised more than one issue in their response, a breakdown of the number and type of objections, along with the Council's responses, is summarised as follows:

Impact identified	Who does it affect?	What will you do to mitigate the impact? If you plan to take no action, please justify your rationale	Who is responsible?
Impact on local community cohesion and pupil wellbeing	Pupils living in Monmouthshire and Torfaen who will no longer be considered as living within the catchment area for Caerleon Comprehensive School	Whilst the catchment area for Caerleon Comprehensive School has traditionally extended into the areas of Usk, Goytre and Ponthir, the demand for school places amongst Newport residents means that this is no longer sustainable. Notwithstanding this, parents will still be able to apply for a place at Caerleon Comprehensive School albeit as an out-of-catchment applicant.	Newport City Council Torfaen County Borough Council Monmouthshire County Council
Distance to an alternative school and safety of home to school transport routes	Pupils living in Monmouthshire and Torfaen who will no longer be considered as living within the catchment area for Caerleon Comprehensive School	The parents of pupils affected by this proposal will still be able to apply for a place at Caerleon Comprehensive School, albeit as out-of-catchment applicants. If the school is oversubscribed, all out-of-catchment applications will be assessed equally against the same criteria, and those closer to the school will have a better chance of securing a place. In terms of alternative schools, your home local authority may provide home to school transport in accordance with their agreed policy.	Newport City Council Torfaen County Borough Council Monmouthshire County Council
Impact on transition and siblings	Pupils living in Monmouthshire and Torfaen who will no	The parents of pupils affected by this proposal will still be able to apply for a place at Caerleon Comprehensive School, albeit as out-of-	Newport City Council

	longer be considered as living within the catchment area for Caerleon Comprehensive School	catchment applicants. If the school is oversubscribed, all out-of-catchment applications will be assessed equally against the same criteria, and those with relevant siblings already attending the preferred school will have a higher priority in terms of securing a place. Transition arrangements will continue to be facilitated between primary and secondary schools after the offer of a secondary school place has been made.	Torfaen County Borough Council Monmouthshire County Council
Environmental impact and wellbeing of future generations	Pupils living in Monmouthshire and Torfaen who will no longer be considered as living within the catchment area for Caerleon Comprehensive School	Caerleon has been designated an air quality management area due the elevated levels of pollution caused by road traffic. Any reduction in the number of vehicles that travel through Caerleon will help elevate some of the pressure causing the high pollution levels. Furthermore, in the recent Centre for Cities report (https://www.centreforcities.org/city/newport), Newport has been identified as the third highest emitter of the greenhouse gas Carbon Dioxide per head of population. A reduction in the distance of the school commute will likely result in a reduction in the generation of greenhouse gases. Whilst both reductions (air pollution and carbon dioxide) are relatively minor in the grand scheme of things, every little action that can be taken to reduce commuting distances can contribute to an overall improvement. Given that there is no intention to increase the overall capacity of the secondary school, the number of pupils travelling to the school from outside Caerleon will not significantly change.	Newport City Council
Consultation process and methodology	Pupils living in Monmouthshire and Torfaen who will no longer be considered as	The consultation is compliant with Welsh Government's statutory School Admissions Code and is in line with similar arrangements in previous years.	Newport City Council

	living within the catchment area for Caerleon Comprehensive School		
Impact on educational standards	Pupils living in Monmouthshire and Torfaen who will no longer be considered as living within the catchment area for Caerleon Comprehensive School	There is no negative impact on standards anticipated because of this proposal at any of Newport's primary or secondary schools.	Newport City Council
Cost of alternative home to school transport	Pupils living in Monmouthshire and Torfaen who will no longer be considered as living within the catchment area for Caerleon Comprehensive School	Each Local Authority is responsible for agreeing an individual Home to School Transport policy to support access to school. Newport's policy provides free transport to those pupils living three miles or more from their catchment school or their nearest available school. If parents apply for their child to attend a school that is not their catchment or nearest available school, parents are fully responsible for all transport costs and arrangements. It is not anticipated therefore that the costs to Newport will increase because of this proposal but it is acknowledged that there may be an impact for other LAs.	Newport City Council Torfaen County Borough Council Monmouthshire County Council

9. Monitoring, evaluating and reviewing

In accordance with the statutory School Admissions Code, the Council's School Admissions Policy is reviewed and consulted upon annually. The effectiveness of admission arrangements is monitored by the Newport School Admissions Forum, which meets on a termly basis. An annual Admission Forum report is submitted to Welsh Government each Autumn term.

10. Involvement

As outlined, the admission arrangements for 2021 have been subject to consultation with stakeholders and a consultation report has been drafted which outlines the method of consultation and the feedback received.

The report recommends that the changes proposed via this consultation be taken forward for implementation with effect from September 2021. This decision will be now referred to the Cabinet Member for Education and Skills and taken through the Council's agreed democratic process.

In accordance with the statutory School Admissions Code, these changes must be determined by 15th April and confirmed to stakeholders by 29th April. The new policy will be published on the Newport City Council by this date.