



MINUTES OF TOWER HAMLETS ADMISSION FORUM
Wednesday 3rd October 2018 10.00am

Venue: St Peters London Docks
Garnet Street
E1W 3QT

Members:

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| 1. Dee Bleach (DB) | Primary Community Schools* |
| 2. Terry Bryan (TB) | Head of Pupil Services and School Sufficiency* |
| 3. Sue Ward (SW) | Free/Academy Primary Schools* |
| 4. Penny Harvey (PH) | The London Diocesan Board for Schools* |
| 5. Jenny Miller (JMi) | Parents Advice Centre |
| 6. Alex Nelson (AN) | Voluntary Sector Children and Youth Forum* |
| 7. Lynn Cottle (LC) | Nursery Schools* |
| 8. Shahanur Khan (SK) | Collective of Bangladeshi Governors* |
| 9. Salma Mahbub (SM) | Parent Governor Representative* |
| 10. Dennis Jenner (DJ) | LA Education Appeal Panel Member* |
| 11. Shahana Begum (SB) | Parent Carer Council Representative* |
| 12. Neherun Nessa Ali (NA) | Parent Carer Council Representative |
| 13. Mary Ryan (MR) | Archdiocese of Westminster* |
| 14. Sarah Counter (SC) | Free/Academy Secondary Schools* |
| 15. Patrice Canavan (PC) | Secondary Community Schools* |
| 16. Mafijur Rab (MRa) | Council of Mosques |
| 17. John Bradshaw (JB) | Head of Pupil Referral Unit |
| 18. Elizabeth Dickson (ED) | Primary Voluntary Aided Schools* |
| 19. Robert Hullet (RH) | Secondary Voluntary Aided Schools |
- *indicates present at meeting*

Observer:

- | | |
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| Paramjit Bhutta (PB) | Secondary Free/Academy School |
| Reba Begum (RB) | Primary Free/Academy School |

Officers present:

- | | |
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| Lisa Stidle (LS) | School Organisation & Place Planning Manager |
| Mohammad Ahmed (MA) | Primary Admissions Operations Manager |
| Kelly Mack (KM) - Clerk | Secondary Admissions Operations Manager |

Actions

1.	<p>Apologies for Absence Apologies were received from John Bradshaw (JB), Jenny Miller (JM), Robert Hullett (RH). Observer Paramjit Bhutta also sent apologies.</p>	Clerk
2.	<p>Declaration of Interest This item gives opportunity for forum members to declare an interest in any agenda item which directly affects the school at which they are a governor, member of staff or which their children attend, or in which they might have a direct pecuniary interest.</p> <ul style="list-style-type: none"> • Sue Ward and Sarah Counter, representatives from the Tower Trust and Canary Wharf College Group respectively, advised of their organisations interest in some of potential sites for new schools. 	Clerk

	<ul style="list-style-type: none"> There are three routes for the LA to establish a new school: the Free School Presumption; Free School applications approved by central government; and transferring an existing maintained school onto a new site. The LA will determine the appropriate route for appointing a school provider in consultation with the Regional Schools Commissioner. 	
7.	<p>Report on the Previous Year's School Admissions Out-turn</p> <p>Secondary Transfer 2018: Report on current offers and appeal outcomes tabled.</p> <ul style="list-style-type: none"> KM noted the current total offers for each school – MR noted that the figures for children living out of the borough were not included in the report. DJ asked whether the gender split at Bow school was still in operation – KM replied that this process had ended for this academic year. <p>Primary Admissions 2018: Report tabled</p> <ul style="list-style-type: none"> MA noted the offers for Reception and the vacancy situation across the borough. <p>Nursery 2018 – update from Nursery Working Group (NWG):</p> <ul style="list-style-type: none"> MA advised that the coordinated nursery round was in operation and over 400 applications had already been received via Eadmissions portal. Workshops to assist parents when making applications were being organised across the borough from September until the closing dates for both nursery and reception admission rounds. 	
8.	<p>Free Schools and Academies – report tabled</p> <ul style="list-style-type: none"> The latest pupil roll position across primary and secondary schools in the borough was noted by the AF. 	TB
9.	<p>AOB</p> <ul style="list-style-type: none"> KM advised that Stepney Greencoat CE Primary School was consulting on its admission arrangements for 2020/21 – policy circulated for comment. PH noted that she had recently advised the school on some changes for their policy namely: <ul style="list-style-type: none"> Over subscription criteria 2 relating to children with an Education, Health or Care Plan (EHCP) (page 3) should be removed and added as a separate category prior to the oversubscription criteria. Explanation note relating to late applications (page 4) should be reworded as follows: <i>If it is agreed that there is a good reason for your application being late, consideration will be given and an exception to this rule may be made.</i> 	TB
	<p style="text-align: center;">Next Meeting Mayflower School Tuesday 4th December 2018 10am</p>	