**MINUTES OF TOWER HAMLETS ADMISSION FORUM**

**Monday 13 December 2021 via Teams**

**Members:**

1. Dee Bleach (DB) Primary Community Schools\*
2. Terry Bryan (TB) Service Head (Pupil Access and School Sufficiency)\*
3. Vacancy 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 & Youth Forum\*
7. Lynn Cottle (LC) Nursery Schools\*
8. Shahanur Khan (SK) Collective of Bangladeshi Governors\*
9. Vacancy Parent Governor Representative
10. Dennis Jenner (DJ) LA Education Appeal Panel Member
11. Shahana Begum (SB) Parent Carer Council Representative
12. Fathima Rofe (FR) Parent Carer Council Representative
13. Vacancy 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. Vacancy Head of LEAP
18. Elizabeth Figueiredo (EF) Primary Voluntary Aided Schools\*
19. Vacancy Secondary Voluntary Aided Schools

*\*indicates present at meeting*

**Observer:**

Paramjit Bhutta (PB) Secondary Free/Academy School\*

**Officers present:**

Kelly Mack (KM) - Clerk Secondary Admissions Operations Manager\*

Naheeda Begum – LA Officer Primary Admissions Operations Manager\*

Catherine Grace – LA Officer Head of School Admissions

**Actions**

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| **,[,** | Apologies for Absence:  Patrice Canavan (PC), Dennis Jenner (DJ), Jenny Miller (JM), Sarah Counter (SC) | Clerk |
| **2.** | 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. | Chair |
| **3.** | Minutes of meeting held on 13 December 2021   * The minutes were accepted as an accurate record of the meeting | Chair |
| **4.** | Matters Arising   * None | Chair |
| **5.** | Pupil Place Planning Update   * Update on Place Planning and School Organisational change proposals -TB updated the Forum on The Planning for School Places 2021/22 Annual Report presented to Cabinet. * Wood Wharf – TB confirmed that the Secretary of State had appointed the Mulberry Schools Trust as the sponsor for the new Wood wharf Primary School opening in September 2022 * Further details of amalgamations/closures in previous minutes. | TB |
| **6.** | LA’s Planned School Admission Arrangements for 2023/24   * TB explained that, as previously discussed, the LA would not be consulting on its admissions arrangements or planned admission numbers for 2023/24 as no changes were being proposed. | TB |
| **7.** | Own Admission Authority Consultations for 2023/24   * **St Pauls Way Trust Secondary School** – notice emailed**.**   The UST is proposing to switch the order of its oversubscription criteria for the admissions into St Paul’s Way Trust School Reception to realign with the local authorities oversubscription criteria on this matter.  **Trust-Wide** - The UST is proposing to include an additional over-subscription criterion for its secondary schools relating to students applying from identified feeder primary schools. While the inclusion of this criterion is Trust wide, this consultation names one primary school that is within the Trust (Cyril Jackson Primary School). The proposed feeder school over-subscription criteria would follow immediately after the oversubscription criterion that relates to siblings. **There was a general discussion about the proposals and that local children would have to travel a greater distance to access a school place.**   * **St Luke’s CE Primary School** – notice emailed**.** Governorsare consulting on a proposed change to their admissions arrangements for the academic year beginning September 2023. The proposal is to change the distribution of Foundation and Open places. To date the school has offered 40 Foundation places and 20 Open places. The governors would like to change this to offering 60% (36) Foundation places and 20% (24) Open places. **There were no objections** |  |
| **8.** | **Report on Previous Year’s School Admissions Out-turn**   * **Secondary Transfer 2022 –** KM presented the updated applications received for each Tower Hamlets School in Year 7 for September 2022 * **Reception 2022 –** NB updated the forum on applications made for each Tower Hamlets School for Reception for September 2022 * **Nursery 2022** – NB updated the forum on applications made for each Tower Hamlets Nursery Class for September 2022. A Nursery Working Group has been meeting to discuss how to support families making applications to Nursery who have exceptional need. |  |
| **9.** | Date, time and venue for next meeting  Monday 28 February 2022 1 – 3pm  **via Teams** |  |