

Reviewing School Admission Policies for 2022-23

Guidance for headteachers and governors of VA schools and SATs

For all Church of England Voluntary Aided Schools and stand alone academies (SATs) it is the governing body who are the admissions authority. Where a school is part of a MAT, the trust board is the admissions authority. In the case of all Voluntary Controlled Church of England schools the Local Authority takes this role.

The School Admissions Code (December 2014) applies to admissions to all maintained schools and academies and requires all admission authorities to be compliant with the Code.

Admission Authorities must determine (i.e. formally agree) admission arrangements every year. When changes are proposed all admission authorities must consult on their admission arrangements. Where admission arrangements have not changed from the previous year there is no requirement to consult although consultation must take place every 7 years regardless of no changes taking place.

Admission policies for 2022-2023 need to be on the agenda for governing body meetings in early autumn 2020. If changes are proposed, the Chair of Governors will need to make contact with the Strategic Lead for Admissions at the Diocese to discuss the changes to the policy before consultation takes place. All changes to the admission policy will need to go out for consultation. Admission arrangements for entry in September 2022 that require consultation must last for a minimum of 6 weeks and should take place between 1 October 2020 and 31 January 2021.

Consultation must involve:

- a) Parents of children between the ages of two and eighteen;
- b) Other persons in the relevant area who in the opinion of the admission authority have an interest in the proposed admissions;
- c) All other Admission Authorities (Voluntary Aided and Academies) within the relevant area (except that primary schools need not consult secondary schools);
- d) The local authority;
- e) Adjoining neighboring Local Authorities;
- f) Gloucester Diocesan Board of Education.

After all feedback has been received the governing body needs to consider this information and make any changes. Once agreed at a full governors' meeting, the policy becomes determined and a copy must be returned to the Diocese of Gloucester Education Team and the Local Authority by **28th February 2021**. A copy of each school's policy must be available on the school's website by **March 15th 2021**.

Whether consultation was needed or not please ensure that the governing board agree your school's 2022 admission policy. Following agreement please email a copy of your 2022 admission policy to education@glosdioc.org.uk including "Admission Policy – your school name" in the subject box.

If you require any assistance or guidance please contact David Williams 01452 835542 or email dswilliams@glosdioc.org.uk