

Key areas identified leading to admission policies being non-compliant

Area of non-compliance	Support and advice specifically for VA and academy schools
Where Faith criteria is included it is not being applied correctly	Over the summer of 2020 I wrote to all schools who are their own admissions authority and have faith criteria in their policies to provide guidance to support compliance. Please contact me if you need any further support.
Ensuring admission policies are reviewed (determined) each year	Below is a link to the document sent to all schools regarding the annual review: https://www.gloucester.anglican.org/wp-content/uploads/2020/04/Guidance-for-review-of-admissions-policy-ACTIONS-REQUIRED-1-May-2020.pdf
No consultation of arrangements within the past 7 years	I will be writing to all schools detailing their next date for statutory consultation. Where I have no expected date, I have asked schools to check their records. Further advice is available from the Education Team at the DoG: https://www.gloucester.anglican.org/wp-content/uploads/2020/06/DoG-Admission-Policies-Advice-on-review-and-consultation-June-2020.pdf and the Admissions Builder published by the Church of England Education Office. https://www.churchofengland.org/about/education-and-schools/admissions-arrangements
No up to date admission policy on website	2022/23 admission policy should have been published on school websites by 15 March 2021.
Catchment areas not clearly defined and/or maps of catchment areas not being available	There is no need to define catchment by a map (alternatives include lists of streets and/or postcodes). However, where arrangements do include a catchment which is defined by reference to a map, this must be clearly defined and published as part of the arrangements. It is not enough to say that it is the “parish” or that a map is available in the school office or parish office. A one click link to the parish website is sufficient. Gloucestershire LA and South Gos. can provide electronic catchment area maps. For GCC schools please contact admissionpolicy@gloucestershire.gov.uk for more

	<p>details of support. For South Gloucestershire please contact charlotte.johnston@southglos.gov.uk</p>
<p>No mention in admission policies which cover delayed admission or part time education</p>	<p>Reference needs to be made in the admission policy that the child's parents may choose part-time attendance or can defer entry to school but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which it was made. Schools using the Admissions Builder will have OSA compliant wording automatically included.</p>
<p>No final tie breaker</p>	<p>Admission arrangements must include an effective, clear, and fair tie breaker to decide between two applications that cannot otherwise be separated. Schools using the Admissions Builder will have OSA compliant wording automatically included.</p>
<p>No timetable for organising and hearing admission appeals</p>	<p>A deadline for lodging appeals needs to be included in the policy. It should allow anyone making an appeal at least 20 school days from the date of notification that their application was unsuccessful to prepare and send their written appeal. Deadlines need to be reasonable for those making an appeal, so they can submit additional evidence. This will also support Admission authorities to submit their evidence and for the clerk to send appeal papers to the panel and all relevant parties. Those making an appeal need to receive at least 10 school days' notice of their appeal hearing. Decision letters must be sent within 5 school days of the hearing wherever possible.</p>