

## EXECUTIVE RESPONSE TO SCHOOL ADMISSIONS AND EXCLUSIONS IN LINCOLNSHIRE – ACTION PLAN ARISING FROM RECOMMENDATIONS

Recommendation	Recommendation Accepted? Yes/No	Initial Response	Action	Timescale	Who	Progress
1. The mid-term admission process introduced by this Council in 2010 has proven to be a very effective way of bringing children into education during the school year. The requirement for such a centralised system is to be removed from September 2013 and it is recommended that the system should be maintained after this date and for schools to be encouraged to use this process.	Yes	Schools must make their own decision around joining in a centralised system however, the current system is found beneficial by most schools and parents.	Admissions teams to write to schools.	June 2013	John O'Connor	
2. The Task and Finish Group noted the work of the Lincolnshire Parent Partnership Service and recommends that this Service is advertised as widely as possible to ensure that all parents who require	Yes	Welcome the recognition of the valuable work of Parent Partnership services.	Parent Partnership to review Communication Strategy.	September 2013	David McWilliams	

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assistance are made aware of the support available.						
3. The Task and Finish Group noted the work of the Choice Advisers in supporting parents with the admission process to school and recommend that this service is promoted to the parents who require the service.	Yes	Welcome the recognition of the value of the Choice Advisers.	The promotion of Choice Advisers reviewed.	September 2013	John O'Connor	
4. Lincolnshire County Council should write to the Secretary of State for Education enclosing a copy of this report and raising the following issues:  a) to highlight the pressures that schools are placed under to meet national floor targets, and that the pupil profile of a particular school should be taken into account when setting these targets.	Yes	The Executive Councillor welcomes this recommendation by the task group.	The report along with a letter highlighting key points will be sent by the Executive Councillor to the Secretary of State.	April 2013	Cllr Bradwell	

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<p>b) to request that a letter is sent to all local authorities in the country reminding them of their legal obligations in respect of informing receiving local authorities when they place children and young people within their electoral boundaries. This will allow the receiving local authority to monitor the impact on school admissions and the availability of school places.</p> <p>c) to request clear and unequivocal guidance relating to unofficial exclusions from academies. This should include clear mechanisms around notification to the local authority of such exclusions and a formalised mechanism around recharging for educational provision for these pupils.</p> <p>d) to highlight the costs implications on the local authority and the impact of</p>						

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<p>informal exclusion and slow admission on the learner in the absence of clear and unequivocal guidance around implementation of fair access protocols including clear timescales for the admission of learners.</p> <p>e) to request that the previous policy to reintegrate children who have been temporarily excluded from school is reintroduced with reference to the readmission meeting held by the school.</p>						
5. Lincolnshire County Council should write to the District Councils in Lincolnshire to request that the County Council is included as a statutory consultee when they consider planning applications for new residential developments or where there is a proposed change of use application in	Yes	Welcome the support of District Councils.	A letter will be sent to District Councils from the Director of Children's Services.	April 2013	Debbie Barnes	

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respect of independent children's homes. This will allow the County Council to highlight to the District Councils whether there will be any major impacts on school admissions and places in that area and for the County Council to be made aware that further school provision may be required to cope with additional pupils from outside of Lincolnshire.						
6. The Task and Finish Group was keen to ensure that the Local Authority continues to have in place effective monitoring and accountability protocols to ensure that wherever possible and in accordance with parental preference and the legislative requirements that pupils are admitted into their local school speedily particularly in the context of increased academisation in	Yes	The processes and protocols have been reviewed during the life of the task group and are robust.	An annual report will be brought in the autumn term for the previous academic year.	December 2013	John O'Connor / Gary Nixon / David McWilliams	

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Lincolnshire. The Local Authority should continue to monitor and challenge this and will provide appropriate information to the Children and Young People Scrutiny Committee on an annual basis.						
7. Lincolnshire County Council should forward the final report to the Children's Commissioner for inclusion in the call for evidence for the Year 2 School Exclusions Inquiry looking at inequalities and unofficial exclusions.	Yes	Completed	Completed	Completed		
8. The Task and Finish Group acknowledged that there is extensive helpful information provided to parents and carers around admissions and exclusions but agreed that the County Council needs to ensure that the information provided	Yes	Information on admissions and exclusions includes information for parents.	As and when information is revised, a review of parent information will be included in the process.	April 2014	Head of Service	

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clearly sets out parental responsibilities and rights.						
<p>9. The Education Out of School Team should advise and support maintained schools and academies by:</p> <p>a) redistributing the Exclusions Policy to all maintained schools and academies as a reminder of their legal responsibilities and statutory duties when considering or implementing an exclusion;</p> <p>b) writing to all maintained schools and academies in Lincolnshire to advise them of their responsibility to ensure that the Local Authority was informed should a young person on their roll not be in education; and</p> <p>c) writing to all the existing academies in</p>	Yes	Welcome task groups recommendation to continue to highlight the work of the Education Out of School Team and guidance on exclusions to all schools in Lincolnshire.	The Education Out of School Team will ensure that schools receive the information as outlined in the recommendation.	September 2013	Gary Nixon / Phil Whitworth	

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Lincolnshire and any new academy once it has opened, so that they are aware of their legal obligation to ensure that the new independent review panels for exclusions are independent.						
10. The Task and Finish Group fully supports and values the work undertaken by the Education Out of School Team who provide valuable support to maintained schools and academies to ensure that they fully understand their legal obligations in respect of exclusions, and monitor exclusions at maintained schools during their transition into academy status. The Task and Finish Group recommends that the resource to this Team is maintained.	Yes	The work of Education Out of School Team is valued.	The views of the task group are noted.	Completed.		



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<p>11. The Task and Finish Group recognised the value that the Lincolnshire Parent Partnership Service provides to parents and carers in Lincolnshire and that they are often made aware of specific issues around admissions and exclusions relating to SEN pupils. A process should be established for officers to obtain information and data from the Lincolnshire Parent Partnership Service on admissions and exclusions for children and young people with special educational needs so that any issues arising from the information can be addressed. This should be an annual report that is sent to the Children's Services Departmental Management Team and to the Children and Young People Scrutiny Committee.</p>	Yes	<p>The value of the Parent Partnership is recognised and the suggestion of information from the service on an annual basis welcomed.</p>	<p>Information from the Parent Partnership service to be included in an annual report on Exclusions and Admissions to Scrutiny as with in Action 6.</p>	December 2013	John O'Connor / Gary Nixon / David McWilliams	

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12. The Task and Finish Group recognises the importance of the work undertaken by the Lincolnshire Teaching and Learning Centre and recommends that resources allocated for this service are maintained.	Yes	The value of the Teaching and Learning Centre is noted.	The recommendation is noted subject to legislative changes.	Completed.		
13. The Task and Finish Group has been mindful of the United Nations Convention on the Rights of the Child as this Review has progressed. In particular, every child's right to an education to develop each child's personality, talents and abilities to the fullest and to encourage each child to reach the highest level of education that they are capable of. The Group recommends that this Council remains mindful of this Convention in all strategies	Yes	The Council is mindful of the United Nations Convention on the Rights of the Child and will continue to be so.	Staff reminded of the United Nations Convention on the Rights of the Child at meetings and when drafting policies.	December 2013	David McWilliams	

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and policies it develops in relation to admissions and exclusions, and ensures that it reminds all schools in the County of these expectations as necessary.						