

Kirklees Fair Access A guide for parents

About the Kirklees Fair Access Protocols

Each local authority must have a Fair Access Protocol, agreed with the majority of schools in its area to ensure that outside the normal admissions round unplaced children, especially the most vulnerable, are offered a place at a suitable school as quickly as possible to minimise their time out of school. The protocol operates in a fair and transparent way and the system is underpinned by consistency, openness and honesty that has the confidence of schools, children, young people and parents/carers. As your child does not currently have a school place he/she will be placed by the Kirklees Fair Access Panel at another mainstream school Kirklees.

You do need to be aware that it may be that the allocated mainstream school may feel that an alternative provision should be considered for your child and that this will be discussed with yourself and the school if this is the case.

How the Fair Access panel make their decision

The Fair Access Panel (FAP) is made up of Head teachers and local authority officers who present the information known about your child to ensure the equitable placement of pupils. The local authority officers monitor the operation and implementation of the protocol and ensure that no school is required to take a disproportionate number of Fair Access placements.

School preference

Parents/carers are requested to complete a school preference form which the Fair Access Panel will consider and you can name three schools that are your preferred schools. There are no guarantees that you will be offered one of your preference schools as there are other factors the panel will need to consider.

A local authority officer will meet with you to offer impartial advice and guidance (in line with the local authority choice advice principles). They will also provide data around previous Fair Access placements made during the panel during the last 3 terms. This is to highlight to you if any preference school you may name may have already taken a number of Fair Access placements and may not be able to receive any more at that time. Parents will also be informed of all schools considered to be within a reasonable distance to the child's home address. If the schools are not included in your three preferences you need to be aware they will be considered as options for placement by the Fair Access Panel.

The legislation states that there is no duty for local authorities or admission authorities to comply with parental preference when allocating places through the Fair Access Protocol.

When considering the placement of pupils the Kirklees Fair Access Panel will always consider what is believed to be in the best interests of the child.

Re-integration back into school

In order to quickly and efficiently re-integrate your child back into mainstream schooling, the normal guidance not to admit mid-term is waived.

Schools must respond to Fair Access allocations for admission without delay to ensure that access to education is secured quickly.

Once a school has been identified through the FAP, a start date should be agreed quickly and the school will be accountable for your child's full time education from that date.

The FAP protocol states, the receiving school will contact parents within 5 working days following an allocation by the panel, and schools are required to place on roll within 10 working days. Notice is deemed to have been given on the second working day after the panel meeting.

Please be aware that even though your child is put on roll at the new school, the actual admission date may need to be delayed until appropriate support to assist your child's reintegration is in place. This will be arranged and discussed with you if this is the case. Ethos Academy Trust provide 'Outreach Support' for all children who are allocated a new school through FAP.

