

Cabinet



Wednesday, 21 February 2024 at 5.30 p.m.

Council Chamber - Town Hall, Whitechapel

Agenda

Mayor Lutfur Rahman

Cabinet Members

Councillor Maium Talukdar	(Deputy Mayor and Cabinet Member for Education, Youth and Lifelong Learning (Statutory Deputy Mayor))
Councillor Kabir Ahmed	(Cabinet Member for Regeneration, Inclusive Development and Housebuilding)
Councillor Saied Ahmed	(Cabinet Member for Resources and the Cost of Living)
Councillor Suluk Ahmed	(Cabinet Member for Equalities and Social Inclusion)
Councillor Gulam Kibria Choudhury	(Cabinet Member for Health, Wellbeing and Social Care)
Councillor Abu Chowdhury	(Cabinet Member for Safer Communities)
Councillor Iqbal Hossain	(Cabinet Member for Culture and Recreation)
Councillor Kabir Hussain	(Cabinet Member for Environment and the Climate Emergency)
Councillor Abdul Wahid	(Cabinet Member for Jobs, Skills and Growth)

[The quorum for Cabinet is 3 Members]

Further Information

Reports for consideration, meeting contact details, public participation and more information on Cabinet decision-making is available on the following pages.



Public Information

Viewing or Participating in Cabinet Meetings

The public are welcome to attend meetings of the Cabinet. Procedures relating to Public Engagement are set out in the 'Guide to Cabinet' attached to this agenda. Except where any exempt/restricted documents are being discussed, the public are welcome to view this meeting through the Council's webcast system.

Physical Attendance at the Town Hall is also welcome, however, seating is limited and offered on a first come, first served basis. **Please note** that you may be filmed in the background as part of the Council's filming of the meeting.

Meeting Webcast

The meeting is being webcast for viewing through the Council's webcast system.

<http://towerhamlets.public-i.tv/core/portal/home>

Contact for further enquiries:

Joel West, Democratic Services,
Town Hall, 160 Whitechapel Road, London, E1 1BJ
Tel: 020 7364 4207
E-mail: joel.west@towerhamlets.gov.uk
Web: <http://www.towerhamlets.gov.uk>

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A Guide to CABINET

Decision Making at Tower Hamlets

As Tower Hamlets operates the Directly Elected Mayor system, **Mayor Lutfur Rahman** holds Executive powers and takes decisions at Cabinet or through Individual Mayoral Decisions. The Mayor has appointed nine Councillors to advise and support him and they, with him, form the Cabinet. Their details are set out on the front of the agenda.

Which decisions are taken by Cabinet?

Executive decisions are all decisions that aren't specifically reserved for other bodies (such as Development or Licensing Committees). In particular, Executive Key Decisions are taken by the Mayor either at Cabinet or as Individual Mayoral Decisions.

The constitution describes Key Decisions as an executive decision which is likely

- a) to result in the local authority incurring expenditure which is, or the making of savings which are, above £1million; or
- b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the borough.

Upcoming Key Decisions are published on the website on the 'Forthcoming Decisions' page through www.towerhamlets.gov.uk/committee

Published Decisions and Call-Ins

Once the meeting decisions have been published, any 5 Councillors may submit a Call-In to the Service Head, Democratic Services requesting that a decision be reviewed. This halts the decision until it has been reconsidered.

- The decisions will be published on: **Friday, 23 February 2024**
- The deadline for call-ins is: **Friday, 1 March 2024**

Any Call-Ins will be considered at the next meeting of the Overview and Scrutiny Committee. The Committee can reject the call-in or they can agree it and refer the decision back to the Mayor, with their recommendations, for his final consideration.

Public Engagement at Cabinet

The main focus of Cabinet is as a decision-making body. However there is an opportunity for the public to contribute through making submissions that specifically relate to the reports set out on the agenda.

Members of the public may make written submissions in any form (for example; Petitions, letters, written questions) to the Clerk to Cabinet (details on the previous page) by 5 pm the day before the meeting.

Cabinet

Wednesday, 21 February 2024

5.30 p.m.

Pages

PUBLIC QUESTION AND ANSWER SESSION

There will be an opportunity (up to 15 minutes) for members of the public to put questions to the Mayor and Cabinet Members before the Cabinet commences its consideration of the substantive business set out in the agenda.

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER INTERESTS

9 - 10

Members are reminded to consider the categories of interest, identified in the Code of Conduct for Members to determine; whether they have an interest in any agenda item and any action they should take. For further details, see the attached note from the Monitoring Officer.

Members are also reminded to declare the nature of the interest at the earliest opportunity and the agenda item it relates to. Please note that ultimately it is the Members' responsibility to identify any interests and also update their register of interests form as required by the Code.

If in doubt as to the nature of an interest, you are advised to seek advice prior to the meeting by contacting the Monitoring Officer or Democratic Services.

3. UNRESTRICTED MINUTES

11 - 22

The unrestricted minutes of the Cabinet meeting held on 31 January 2024 are presented for approval.

4. ANNOUNCEMENTS (IF ANY) FROM THE MAYOR

5. OVERVIEW & SCRUTINY COMMITTEE

5.1 Chair's Advice of Key Issues or Questions

Chair of Overview and Scrutiny Committee (OSC) to report on any issues raised by the OSC in relation to unrestricted business to be considered.

5.2 Any Unrestricted Decisions "Called in" by the Overview & Scrutiny Committee

(Under provisions of Section 30, Rule 59 of the Constitution).

6. UNRESTRICTED REPORTS FOR CONSIDERATION

6.1	Planning for School Places 2024/25 Review and Recommendations	23 - 108
	<p>Report Summary: This is the council's annual report on its review of pupil place planning in Tower Hamlets. It explains:</p> <ul style="list-style-type: none">• the current position on the provision of school places in the borough;• the projected demand for school places in future years;• the steps being taken to manage the sufficiency and sustainability of school places in accordance with the council's school organisation strategy. <p>The report also serves to inform:</p> <ul style="list-style-type: none">• decisions on education capital investment planning and future bids to the DfE's new school programmes; the medium to longer term commissioning or decommissioning of places for children and young people with SEND; discussions with school and trust leaders around required changes to current SEND provision to meet emerging needs. <p>Wards: All Wards Lead Member: Deputy Mayor and Cabinet Member for Education and Lifelong Learning (Statutory Deputy Mayor) Corporate Priority: Accelerate Education</p>	
6.2	Determination of Admissions Arrangements for 2025/26	109 - 204
	<p>Report Summary: This is the annual report to determine the Local Authority's school admissions arrangement for community schools for 2025/26 school year.</p> <p>Wards: All Wards Lead Member: Deputy Mayor and Cabinet Member for Education and Lifelong Learning (Statutory Deputy Mayor) Corporate Priority: Accelerate Education</p>	
6.3	Reduction and Recycling Plan Progress Report - Quarter 3, 2023	205 - 228



Report Summary:

Tower Hamlets Reduction and Recycling Plan (RRP) 2023-2025 was approved by Cabinet in September 2023.

A report detailing progress of the RRP is due at Cabinet on a quarterly basis.

This report provides an update for Quarter 3, 2023-24.

Wards: All Wards
Lead Member: Cabinet Member for Environment and the Climate
Emergency
Corporate Priority: A clean and green future

6.4 Beatrice Tate School Expansion - 41 Southern Grove, London E3 4PX 229 - 272**Report Summary:**

Mayoral approval is sought through an IMD to award a contract to Alexander James Limited to complete the build out of an extension addition to the Beatrice Tate School main building.

1. Approve the increase in budget as stated in the restricted Appendix 1 to enable the build contract to be awarded.
2. Approve of the contract award to Alexander James Limited for the construction of the extension for the tendered contract sum as stated in the restricted Appendix 1
3. Approve the use of £600,122.68 from the HNCPA budget.
4. Note the funding sources for this scheme.
5. Note the Employers Agent recommendation is to award the contract to Alexander James Limited as set out in the Commercial Price Evaluation Report in Appendix 1.
6. Note the Equalities Impact Assessment as set out in Paragraph 5 of this report.

Wards: Mile End
Lead Member: Deputy Mayor and Cabinet Member for Education and Lifelong Learning (Statutory Deputy Mayor)
Corporate Priority: TH Plan 1: Tower Hamlets will be a fair, inclusive and an anti-racist borough.?

7. ANY OTHER UNRESTRICTED BUSINESS CONSIDERED TO BE URGENT**8. EXCLUSION OF THE PRESS AND PUBLIC**

Tower Hamlets Council
Tower Hamlets Town Hall
160 Whitechapel Road
London E1 1BJ

Should the Mayor in Cabinet consider it necessary, it is recommended that the following motion be adopted to allow consideration of any exempt/restricted documents.

“That, under the provisions of Section 100A of the Local Government Act, 1972 as amended by the Local Government (Access to Information) Act, 1985, the Press and Public be excluded from the remainder of the meeting for the consideration of the Section Two business on the grounds that it contains information defined as Exempt in Part 1 of Schedule 12A to the Local Government, Act 1972”.

EXEMPT/CONFIDENTIAL SECTION (PINK)

The Exempt / Confidential (Pink) Committee papers in the Agenda will contain information, which is commercially, legally or personally sensitive and should not be divulged to third parties. If you do not wish to retain these papers after the meeting, please hand them to the Committee Officer present.

9. EXEMPT / CONFIDENTIAL MINUTES

Nil items.

10. OVERVIEW & SCRUTINY COMMITTEE

10.1 Chair's Advice of Key Issues or Questions in Relation to Exempt / Confidential Business

Chair of Overview and Scrutiny Committee (OSC) to report on any issues raised by the OSC in relation to exempt/confidential business to be considered.

10.2 Any Exempt / Confidential Decisions "Called in" by the Overview & Scrutiny Committee

(Under provisions of Section 30, Rule 59 of the Constitution).

11. EXEMPT / CONFIDENTIAL REPORTS FOR CONSIDERATION

Nil items.

12. ANY OTHER EXEMPT/ CONFIDENTIAL BUSINESS CONSIDERED TO BE URGENT

Next Meeting of Cabinet:

Wednesday, 27 March 2024 at 5.30 p.m. in Council Chamber - Town Hall, Whitechapel



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Agenda Item 2

DECLARATIONS OF INTERESTS AT MEETINGS– NOTE FROM THE MONITORING OFFICER

This note is for guidance only. For further details please consult the Code of Conduct for Members at Part C, Section 31 of the Council's Constitution

(i) Disclosable Pecuniary Interests (DPI)

You have a DPI in any item of business on the agenda where it relates to the categories listed in **Appendix A** to this guidance. Please note that a DPI includes: (i) Your own relevant interests; (ii) Those of your spouse or civil partner; (iii) A person with whom the Member is living as husband/wife/civil partners. Other individuals, e.g. Children, siblings and flatmates do not need to be considered. Failure to disclose or register a DPI (within 28 days) is a criminal offence.

Members with a DPI, (unless granted a dispensation) must not seek to improperly influence the decision, must declare the nature of the interest and leave the meeting room (including the public gallery) during the consideration and decision on the item – unless exercising their right to address the Committee.

DPI Dispensations and Sensitive Interests. In certain circumstances, Members may make a request to the Monitoring Officer for a dispensation or for an interest to be treated as sensitive.

(ii) Non - DPI Interests that the Council has decided should be registered – (Non - DPIs)

You will have 'Non DPI Interest' in any item on the agenda, where it relates to (i) the offer of gifts or hospitality, (with an estimated value of at least £25) (ii) Council Appointments or nominations to bodies (iii) Membership of any body exercising a function of a public nature, a charitable purpose or aimed at influencing public opinion.

Members must declare the nature of the interest, but may stay in the meeting room and participate in the consideration of the matter and vote on it **unless:**

- A reasonable person would think that your interest is so significant that it would be likely to impair your judgement of the public interest. **If so, you must withdraw and take no part in the consideration or discussion of the matter.**

(iii) Declarations of Interests not included in the Register of Members' Interest.

Occasions may arise where a matter under consideration would, or would be likely to, **affect the wellbeing of you, your family, or close associate(s) more than it would anyone else living in the local area** but which is not required to be included in the Register of Members' Interests. In such matters, Members must consider the information set out in paragraph (ii) above regarding Non DPI - interests and apply the test, set out in this paragraph.

Guidance on Predetermination and Bias

Member's attention is drawn to the guidance on predetermination and bias, particularly the need to consider the merits of the case with an open mind, as set out in the Planning and Licensing Codes of Conduct, (Part C, Section 34 and 35 of the Constitution). For further advice on the possibility of bias or predetermination, you are advised to seek advice prior to the meeting.

Section 106 of the Local Government Finance Act, 1992 - Declarations which restrict Members in Council Tax arrears, for at least a two months from voting

In such circumstances the member may not vote on any reports and motions with respect to the matter.

Further Advice contact: Janet Fasan, Director of Legal and Interim Monitoring Officer, Tel: 020 7364 4348.

APPENDIX A: Definition of a Disclosable Pecuniary Interest

(Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, Reg 2 and Schedule)

Subject	Prescribed description
Employment, office, trade, profession or vacation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by the Member in carrying out duties as a member, or towards the election expenses of the Member. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority— (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.
Corporate tenancies	Any tenancy where (to the Member's knowledge)— (a) the landlord is the relevant authority; and (b) the tenant is a body in which the relevant person has a beneficial interest.
Securities	Any beneficial interest in securities of a body where— (a) that body (to the Member's knowledge) has a place of business or land in the area of the relevant authority; and (b) either— (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

LONDON BOROUGH OF TOWER HAMLETS

MINUTES OF THE CABINET

HELD AT 5.40 P.M. ON WEDNESDAY, 31 JANUARY 2024

COUNCIL CHAMBER - TOWN HALL, WHITECHAPEL

Members Present in Person:

Mayor Lutfur Rahman	
Councillor Maium Talukdar	(Deputy Mayor and Cabinet Member for Education, Youth and Lifelong Learning (Statutory Deputy Mayor))
Councillor Kabir Ahmed	(Cabinet Member for Regeneration, Inclusive Development and Housebuilding)
Councillor Saied Ahmed	(Cabinet Member for Resources and the Cost of Living)
Councillor Suluk Ahmed	(Cabinet Member for Equalities and Social Inclusion)
Councillor Gulam Kibria Choudhury	(Cabinet Member for Health, Wellbeing and Social Care)
Councillor Abu Chowdhury	(Cabinet Member for Safer Communities)
Councillor Iqbal Hossain	(Cabinet Member for Culture and Recreation)
Councillor Kabir Hussain	(Cabinet Member for Environment and the Climate Emergency)
Councillor Abdul Wahid	(Cabinet Member for Jobs, Skills and Growth)

Other Councillors Present in Person:

Councillor Sirajul Islam

Officers Present in Person:

Janet Fasan	(Director of Legal & Monitoring Officer)
Warwick Tomsett	Joint Director, Integrated Commissioning
Simon Baxter	(Interim Director Public Realm)
Catherine Boyd	Interim Head of Arts, Parks and Events
Terry Bryan	(Service Head (Pupil Access and School Sufficiency))
Catherine Grace	(Head of School Admissions)
Stephen Halsey	(Chief Executive)
Afazul Hoque	(Head of Corporate Strategy & Policy)
Abdulrazak Kassim	(Director Finance, Procurement and Audit)
Daniel Kerr	(Strategy and Policy Manager)
Chris Leslie	(Head of Strategic and Corporate Finance)
Julie Lorraine	(Corporate Director Resources)
Paul Patterson	(Interim Corporate Director Housing And Regeneration)
Steve Reddy	(Interim Corporate Director, Children's Services)
Karen Swift	(Divisional Director, Housing and Regeneration)
Abad Uddin	(Graduate Management Trainee, Human

James Walsh	Resources) (Housing Regeneration Officer, Major Project Development, Development & Renewal)
Joel West	(Democratic Services Team Leader (Committee))

Officers In Attendance Virtually:

John Harrison	Interim Director of Finance, Procurement and Audit
William Jabang	(Senior Procurement Manager)

1. APOLOGIES FOR ABSENCE

None.

2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER INTERESTS

In relation to Item 6.7 HAP Regeneration Scheme, Councillor Iqbal Hossain, Cabinet Member for Culture and Leisure, declared that his brother was secretary for Redcoat community centre.

3. UNRESTRICTED MINUTES**RESOLVED:**

1. That the unrestricted minutes of the Cabinet meeting held on Wednesday 3 January 2024 be approved and signed by the Mayor as a correct record of proceedings.

4. ANNOUNCEMENTS (IF ANY) FROM THE MAYOR

The Mayor asked the Cabinet to note that at this Cabinet meeting he would propose an updated 2024/25 budget and MTFS. He stressed that additional investment would be realised to that agreed on 3 January which he hoped would remedy underinvestment and underperformance of the previous administration. He noted that changes to the proposals since 3 January included:

- additional income of £3.2m from free school meals grant and leasing of temporary accommodation.
- additional expenditure of £2.930m for investment in community improvements and priority projects.
- Additional income of £3.277m from a 2.99% increase in council tax, net of a Council Tax Cost of Living Relief Fund.
- To support lower income households, the council would create a Council Tax Cost of Living Relief Fund, which means that people will be able to apply for relief on the entire council tax increase of 2.99% if their total household income is less than £49,500.

He stressed that the proposals reflected a healthy and sustainable position, and followed input from 1,931 residents and businesses that took part in the budget consultation.

5. OVERVIEW & SCRUTINY COMMITTEE

5.1 Chair's Advice of Key Issues or Questions

The Mayor and Cabinet noted the Overview and Scrutiny Committee's Review of budget proposals 2024-25 (26/01/2024).

Councillor Musthak Ahmed, Chair Overview and Scrutiny Committee addressed the meeting on behalf of the Committee. He provided the Mayor and Cabinet with an overview of the Committee's previous two meetings including:

on 8th January OSC had considered the Council's 2024-25 Budget Report, Medium Term Financial Strategy, and Fees and Charges 2024-25 and, on 23 January held a deep dive review of the budget for Parking Services, Waste Services and Housing Options Services. The Committee welcomed continued investment through the Mayor's Education Maintenance Allowance and University Bursary schemes, the introduction of free swimming for women and girls over 16 and men over 55, funding for a Women's Resource Centre and Somali Resource Hub, and creation of a Council Tax Cost of Living Relief Fund. It also noted that reliance on reserves has been reduced and savings identified exceed the target.

The Committee had made several recommendations focusing on the sustainability of the substantial growth bid for Waste Services; it would like to receive quarterly updates on the impact investment is having on performance. Additionally, it had recommended that rent be capped to £10 per week and increases for residents parking permits fees to be reconsidered.

The Committee had submitted a detailed draft report with recommendations for the Mayor and Cabinet's consideration. Given the significant and material changes to the proposed budget which Cabinet was considering tonight, would convene an additional meeting on 5 February and submit a final report to the Mayor and Cabinet.

On 29 January the Committee had focused on the Cost of Living crises. OSC considered the support provided and heard from organisations including advice agencies and food banks, to understand the level of need residents are facing and what more is needed. The Committee noted that demand for advice and support was increasing and beyond the level experienced a year ago. Despite significant investment from the Council to support residents, more people are falling into debt and facing great financial difficulty. The Committee would provide a note with further comments and recommendations for the Mayor and Cabinet's considerations.

5.2 Any Unrestricted Decisions "Called in" by the Overview & Scrutiny Committee

None.

6. UNRESTRICTED REPORTS FOR CONSIDERATION

6.1 Budget Report 2024-25 and Medium Term Financial Strategy 2024-27

The Mayor considered Items 6.3 (HRA Fees and Charges), 6.2 (HRA Strategy) and 6.1 (this item) together. The combined minute for all three agenda items is provided here.

Councillor Saied Ahmed, Cabinet Member for Resources and the Cost of Living introduced the reports that provided an updated proposed Budget and medium-term financial plan position to Cabinet including changes from the previous draft. A new HRA fees and charges schedule and a new HRA strategy formed an integral part of the revised proposals.

Councillor Ahmed advised the revised position included further investment proposals including cost-of-living crisis support, and new initiatives for residents to get active and involved in the running of their borough, including:

- Continued investment in young people with £750,000 for up to 1,250 Education Maintenance Allowance awards, increasing the amount they receive from £400 to £600 per year.
- A total of £1.2m for the Mayor's University Bursary, increasing the £1,500 per pupil award from 400 to 800 students.
- £248,000 a year to improve health and isolation by providing free swimming and aquatic sessions for women and girls over 16 across a range of facilities in the borough, as well as men over 55 years old.
- Promotion of Tower Hamlets as a place to visit, work and invest in, including a project to recognise residents from diverse communities and involve them in council delivery.
- £1.4m to create a culturally sensitive Women's Resource Centre to provide health, educational and employment advice and benefits to local Bengali-British women.
- £1.5m for culturally sensitive Drug Misuse Treatment Centre to diversify drug treatment for BAME and other groups.
- £15m capital investment to create an Institute of Academic Excellence - a world class A-level institution that will look to improve attainment, and send more local children to Oxbridge, Russell Group, and world class universities.
- £20m capital investment in a culturally sensitive Adult Care Home (extra care), a standalone 50-60 bed adult care facility designed to promote independence and wellbeing for elderly and vulnerable BAME residents.
- Investment in a Somali Resource Hub – a dedicated resource hub for the growing Somali population in Tower Hamlets.

Councillor Ahmed explained how the proposals meet the objective of a securing a sustainable financial position across the medium term.

Julie Lorraine, Corporate Director Resources, provided additional details. Julie explained that the proposed HRA fees and charges had been prepared using same approach as with General Fund. Not all HRA charges are charged to tenants. Julie explained the main provisions of the proposed HRA strategy

and the rationale for each and how they would help to address the key housing challenges in the borough.

Cabinet members welcomed the proposals and highlighted some of the ways the proposals in the three reports would improve services within their portfolio.

The Mayor welcomed the report and offered his thanks to the Lead Member, Corporate Director Resources and all members and officers involved in the preparation of the three reports. He indicated he was proud to recommend his proposed budget to full Council for approval.

RESOLVED that the Mayor in Cabinet:

1. Proposes a draft General Fund Revenue Funding Requirement of **£459.429m** for 2024-25 subject to remaining changes arising from the final Local Government Finance Settlement and any other necessary adjustments.
2. Proposes to levy a 2% Adult Social Care precept and an increase of 2.99% on the general Council Tax element for 2024-25.
3. Approves that the Corporate Director Resources, in consultation with the Mayor and Cabinet Member for Resources & Cost of living, be authorised to make any changes required to the draft budget following receipt of the Final Local Government Finance Settlement (LGFS).
4. Notes the latest draft position of the Council's reserves, subject to final audit of the statements of accounts.
5. Approves the creation of the Council Tax Cost of Living Relief Fund.
6. Notes the results of the budget consultation at Appendix 10 to the report.
7. Proposes the 2024-25 Housing Revenue Account budget as set out in Appendix 7A to the report.
8. Agrees that the National Schools Funding Formula (NSFF) adopted by Tower Hamlets originally in 2019-20 continues for 2024-25. The only changes included are increases to the factor values in line with the NSFF.
9. Agrees that the Minimum Funding Guarantee (the mechanism that guarantees schools a minimum uplift in per-pupil funding) is set as close to 0.5% as affordable, the maximum allowed after consideration for growth and factor changes in School allocations.
10. Agrees that the structure of the Early Years Funding Formula remains unchanged except for the introduction of the expanded two-year-old entitlement and new provision from 9 months from September 2024

with revised hourly rates increases in line with the Early Years National Funding Formula.

11. Notes that the Local Council Tax Reduction Scheme will remain unchanged for 2024-25.
12. Notes the School funding position set out at Section 3.10 of the report, in particular the overall Dedicated Schools Grant (DSG) deficit.
13. Notes the Equalities Implications as set out in Section 4 of the report.
14. Approves the three-year General Fund (GF) Capital Programme 2024-27 as set out in Appendix 8A to the report, totalling £202.255m.
15. Approves the three-year Housing Revenue Account (HRA) Capital Programme 2024-27 as set out in Appendix 8D to the report, totalling £384.918m.
16. Approves the revised 2023-24 General Fund and HRA Capital Programme budgets as set out in Appendix 8A and 8D to the report, totalling £88.862m and £72.157m respectively.
17. Approves the budget allocation growth and reductions to schemes in the General Fund and Housing Revenue Account capital programme as detailed in Appendix 8C to the report, subject to sign off through the council's capital governance process.
18. Approves delegated authority to the Corporate Director of Housing and Regeneration in consultation with the Corporate Director of Resources to take any steps required to deliver the capital programme including but not limited to going out to tender, appointing consultants and contractors in accordance with the Procurement Procedures, acquiring land interests and appropriating land from the General Fund to the Housing Revenue Account (HRA) for the delivery of new council homes, subject to approved budgets and in consultation with the Mayor and the Cabinet Member.
19. Approves budget provisions relating to the housing capital rolling programme to maintain and improve the existing council stock, amounting to 23.903m in 2023-24, £23.000m in 2024-25, £28.000m in 2025-26 and £34.000m in 2026-27, totalling £108.903m, in line with the latest update to the 30-year HRA Business Plan, with spend to be only committed in consultation with the Mayor and the Cabinet Member for budget provisions relating to financial years 2024-25 to 2026-27.

All capital projects within the capital programme will only proceed once all due diligence relating to the council's capital governance process has been completed.

6.2 HRA Strategy

The Mayor noted and agreed the reasons for urgency as set out in the report. This item was considered together with Items 6.3 (HRA Fees and Charges) and 6.1 (Budget and MTFS). For the minute of this item, see the minute for Item 6.1 'Budget Report 2024-25 and Medium Term Financial Strategy 2024-27.

RESOLVED that the Mayor in Cabinet:

1. Agrees the financial strategy for the HRA.
2. Agrees to the acquisition of c600 homes over the next two years within the HRA.
3. Agrees an allocation of 200 homes for temporary accommodation from vacated units of existing stock within the HRA. The allocation of the 600 additional new homes will be made available to those on the housing register ensuring both existing tenants and those on the waiting list to become tenants benefit directly from the investment.
4. Requests the Corporate Director of Housing to provide a detailed service delivery plan to ensure timely and agile implementation of the agreed strategy and enable elected members to review and approve proposed works within this plan ahead of their commencement.

6.3 HRA Fees and Charges

The Mayor considered this item together with items 6.2 (HRA Strategy) and 6.1 (Budget and MTFS). For the minute of this item, see the minute for Item 6.1 'Budget Report 2024-25 and Medium Term Financial Strategy 2024-27.

RESOLVED that the Mayor in Cabinet:

1. Approves the proposed HRA fees and charges for 2024-25 as detailed in Appendix 1 of the report.

6.4 Contracts Forward Plan 2023/24 Q3

Councillor Saied Ahmed, Cabinet Member for Resources and the Cost of Living introduced the report that set out a forward plan of supply and service contracts over £1m in value, or capital works contracts over £5m for quarter three of the current financial year.

The Mayor and Cabinet noted that a replacement Appendix 1 to the report had been published. The Mayor welcomed the report, though he expressed concerns with the contract 'HAR5945 Rooftop New Homes' from the updated Appendix 1 and indicated he did not support this contract progressing.

RESOLVED that the Mayor in Cabinet:

1. Notes the contract summary at the updated Appendix 1 to the report.
2. Authorises the appropriate Corporate Director in consultation with the Mayor to award those contracts set out in the updated Appendix 1 to the report except for 'HAR5945 Rooftop New Homes' (which is not authorised), following an appropriate procurement exercise.
3. Authorises the Director Legal Services (Monitoring Officer), to execute all necessary contract documents in respect of the awards of contracts, subject to an appropriate award decision being achieved.
4. Note the procurement forward plan 2023-2028 schedule detailed in Appendix 2 to the report.

6.5 Corporate Equalities Plan 2023-2026

Councillor Suluk Ahmed, Cabinet Member for Equalities and Social Inclusion introduced the report that presented a new Corporate Equalities Plan for 2024-26. He explained how the Plan sets out the actions the council will deliver to achieve the equality objectives from the Strategic Plan 2022-26. Finally, Councillor Ahmed outlined some of the key achievements of the administration to date to further equalities objectives including the establishment of a women's commission, proposed new Somali resource centre and frees swimming provision.

The Mayor welcomed the report.

RESOLVED that the Mayor in Cabinet:

1. Agrees the Corporate Equalities Plan 2024-26.
2. Notes that a delivery plan will be developed setting out key milestones for actions within the plan. The Mayor, Cabinet Member and Mayor's Office will be engaged in the development of the delivery plan.

6.6 Procurement and delivery of new electric vehicle charging points 2024-2026

Councillor Kabir Hussain, Cabinet Member for Environment and the Climate Emergency introduced the report that This report sought Mayoral approval for officers to undertake three procurement projects for installing over 2000 new electric vehicle (EV) charging points across the borough in 2024.

Simon Baxter, Corporate Director Communities added further detail. He suggested recommendations 4-6 from the report submitted were amended slightly, to clarify that in consultation that all decisions should be made following consultation with the Mayor.

The Mayor welcomed the report and the proposed amendments to the recommendation suggested by the Corporate Director Communities. He asked officers to ensure chargers were spread out throughout the borough and to ensure resident permit parking places would not be unduly lost as a result of the installations.

RESOLVED that the Mayor in Cabinet:

1. Approves the procurement of 35 rapid charging points delivered over the next two years to 2026 and fully funded by the appointed supplier.
2. Approves procuring 2000 slow charging points to be delivered over the next two years to 2026.
3. Approves LBTH as the lead borough in undertaking the joint procurement with the London Borough of Barking and Dagenham of 200 fast and 30 rapid charging points delivered over the next two years to 2026 (200 fast charging points and 10 rapid charging points would go to LBTH) Two hundred fast charging points and ten rapid chargers would go to LBTH.
4. Authorises the Corporate Director Communities, following consultation with the Mayor, to approve the contract awards pursuant to the procurements referred to above
5. Authorises the Corporate Director Communities, following consultation with the Mayor, to approve the execution of any other documentation to give effect to the above recommendations
6. Authorises the Corporate Director Communities, following consultation with the Mayor, to enter into any grant agreement relating to the receipt of funding for charging points with the Department of Transport

6.7 HAP Regeneration Scheme

Councillor Kabir Ahmed, Cabinet Member for Regeneration, Inclusive Development and Housebuilding introduced the report that sought authorisation for Officers to proceed with the appropriation of land for planning purposes to facilitate the regeneration of the property and agreement in principle that the Council pursue the use of its compulsory purchase powers and for the proposal to relocate the Redcoat Community Centre and Mosque.

Paul Patterson, Corporate Director Housing and Regeneration added further detail. Paul stressed that the proposal was a key regeneration opportunity which it was hoped would deliver much-needed new homes.

The Mayor welcomed the report/ He expressed hope the regeneration would deliver more family homes whilst retaining community centre and Mosque provision.

RESOLVED that the Mayor in Cabinet:

1. Confirms that the Land (outlined in red on the plan attached at Appendix 1 to the report) is no longer required for those purposes for which it is held (housing and open space);
2. Approves the appropriation of the Land for planning purposes to facilitate the redevelopment for residential and community uses pursuant to section 122(1) of the Local Government Act 1972 (subject to 2.1.3 below);
3. Delegates authority to the Corporate Director of Housing and Regeneration in consultation with the Mayor, to take all necessary steps to affect the appropriation of the Land for planning purposes in accordance with section 122(1) of the Local Government Act 1972, including applying to the Secretary of State for consent to the appropriation of the parts of the Land held for housing purposes pursuant to section 19(2) of the Housing Act 1985;
4. Delegates to the Corporate Director of Housing and Regeneration, the authority to appoint external consultants to assess and agree any compensation and claims arising from redevelopment of the Land;
5. Delegates authority to the Director of Housing and Regeneration and the Director of Legal Services and Monitoring Officer, in consultation with the Mayor, to agree the terms of and enter into any documentation required to settle any property matters necessary to progress the regeneration scheme;
6. Agrees the proposals to relocate the Redcoat Community Centre and Mosque in accordance with the approach set out in section 8 of the report and to delegate the terms for disposal of a lease of a new facility to the Corporate Director of Housing and Regeneration in consultation with the Mayor;
7. Agrees in principle, further to the Cabinet report dated 15 December 2021, that the Council can pursue the use of compulsory purchase powers to support the delivery of the redevelopment of the Land and the objectives of the scheme to acquire any outstanding interests in the Land; and
8. Agrees in principle to authorise the making, seeking confirmation and implementation of a CPO in order to facilitate the redevelopment of the Site and, to provide new and improved housing, and community facility. Note the intention to bring a further report to the Mayor in Cabinet later in 2024 recommending the formal making of a compulsory purchase order.

6.8 Licence to occupy areas of Victoria Park in 2024, 2025 and 2026 at times to be more specifically agreed

Councillor Iqbal Hossain, Cabinet Member for Culture and Recreation introduced the report that proposed that the Council grants a licence to AEG Presents Limited to occupy areas of Victoria Park, at times to be specifically agreed, between April and September over a three-year calendar period (2024, 2025 and 2026). He explained that the proposed approach would generate additional income to enable the Council to continue to maintain its parks and open spaces and provide increased opportunities for residents and visitors to engage with a wide range of events including free to access community event days. Finally, Councillor Hossain outlined how planned mitigations would minimise any unwelcome impacts on residents arising from the arrangement.

The Mayor welcomed the report which he hoped would ensure more activities in parks, more opportunities for cultural events for residents as well as more income to invest in parks and open spaces and for the people of the borough.

RESOLVED that the Mayor in Cabinet:

1. Approves the option to enter into a three-year Licence to Occupy with AEG Presents Limited as required.
2. Authorises the Corporate Director of Communities to instruct the Director of Legal Services and Monitoring Officer, to execute and enter into all necessary agreements to give effect to the implementation of recommendation 1 from the report;
3. Notes the Equalities specific considerations as set out in Paragraph 4 of the report.

7. ANY OTHER UNRESTRICTED BUSINESS CONSIDERED TO BE URGENT

None.

8. EXCLUSION OF THE PRESS AND PUBLIC

A motion to exclude the press and public was not required.

9. EXEMPT / CONFIDENTIAL MINUTES

Nil items.

10. OVERVIEW & SCRUTINY COMMITTEE**10.1 Chair's Advice of Key Issues or Questions in Relation to Exempt / Confidential Business**

Nil items.

10.2 Any Exempt / Confidential Decisions "Called in" by the Overview & Scrutiny Committee

Nil items.

11. EXEMPT / CONFIDENTIAL REPORTS FOR CONSIDERATION


Nil items.

12. ANY OTHER EXEMPT/ CONFIDENTIAL BUSINESS CONSIDERED TO BE URGENT

Nil items.

The meeting ended at 7.30 p.m.

Mayor Lutfur Rahman

<p>Cabinet Decision</p> <p>21st February 2024</p>	 <p>TOWER HAMLETS</p>
<p>Report of: Steve Reddy, Interim Corporate Director, Children Services</p>	<p>Classification: Unrestricted</p>
<p>Planning for School Places 2023/24 Review and Recommendations</p>	

Lead Member	Councillor Maium Talukdar, Cabinet Member for Education and Lifelong Learning
Originating Officer(s)	Catherine Grace, Head of School Admissions and Place Planning, and Terry Bryan, Service Head for Pupil Access and School Sufficiency
Wards affected	All wards
Key Decision?	Yes
Reason for Key Decision	Significant impact on wards
Forward Plan Notice Published	17/11/2023
Exempt information	N/A
Strategic Plan Priority / Outcome	Accelerating Education

Executive Summary

This report presents the annual review of the council’s planning for school places. It informs cabinet on the latest position and key factors influencing the borough’s pupil population change and the impact on projected pupil numbers for Tower Hamlets schools. It explains the steps being taken to manage the sufficiency and sustainability of mainstream school places, alongside the medium to longer term delivery of places for children and young people with SEND.

RECOMMENDATIONS:

This report summarises the action the council has taken, or is planning, to monitor and manage the supply of school places. The Mayor in Cabinet is therefore recommended to note:

1. the factors influencing pupil population change in Tower Hamlets;
2. the current position on the provision of school places in the borough;
3. the projected demand for school places in future years;
4. the steps being taken to manage the sufficiency and sustainability of school places in accordance with the council’s school organisation strategy.
5. latest position on SEND, current provision and sufficiency planning;
6. the specific equalities considerations as set out in Paragraph 5.

1 REASONS FOR THE DECISIONS

- 1.1 The council is legally responsible for the planning and provision of school places across its local area. This responsibility includes:
- Ensuring there are sufficient school places (Education Act 1996).
 - As far as possible, complying with the preferences expressed by parents (School Standards and Framework Act 1998).
 - Increasing opportunities for parental choice (Education and Inspections Act 2006).
 - Providing fair access to educational opportunity (Education and Inspections Act 2006).
 - Keeping its SEND provision under review and consider if it is sufficient to meet the needs of children and young people in its area (Children and Families Act 2014).
- 1.2 In meeting its responsibility to ensure sufficiency the council is required to address both deficit and surplus school places across the education estate. The council will therefore consider how best to organise schools for the efficient and effective delivery of education. Any revenue benefit that results from changes to the education estate is then redistributed to schools through the school funding formula.
- 1.3 Proposals to provide additional school places will often require long-term planning to implement e.g. opening a new school, expanding an existing one or increasing provision for children and young people with special educational needs. Evidence about the projected need for places must therefore be robust and reviewed regularly, in order to identify emerging need and new projects to inform the council's sufficiency strategy.
- 1.4 The content of this report aligns with the functions of the council as a Local Planning Authority, and the approach taken to make best use of the future school development sites identified in the Tower Hamlets Local Plan.

2 ALTERNATIVE OPTIONS

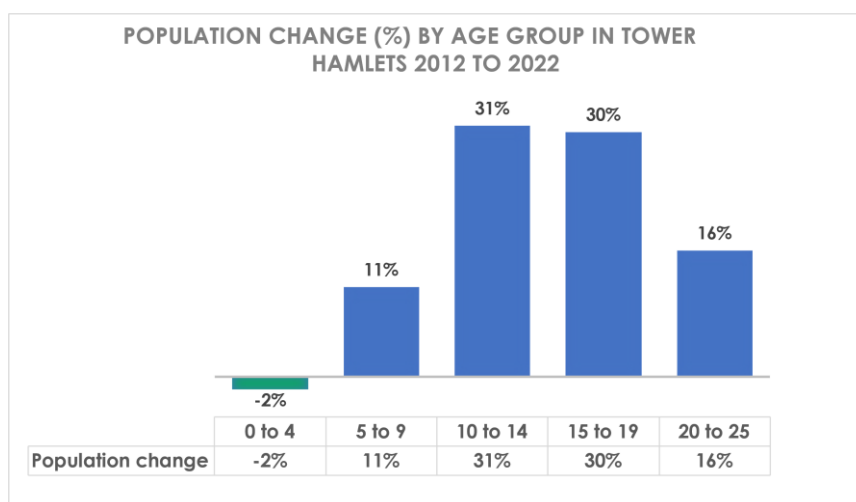
- 2.1 An alternative would be to do nothing to manage the supply of school places. This would likely result in the council having to take a number of short-term measures. Dealing with over-provision would require action to financially support schools who are unable to balance their budgets to maintain quality education. Dealing with under-provision would require action to quickly provide additional places in the form of bulge classes at existing schools or expansions into temporary buildings.
- 2.2 These measures can address issues in the short-term, but they do not provide best value and should not be viewed as a sustainable approach to managing demand for school places.

3 DETAILS OF THE REPORT

Background and Context

- 3.1 The demand for school places is driven by pupil population growth, birth rates, migration levels and housing development. In the ten year period between 2012 and 2022 Tower Hamlets saw 30% growth in its secondary school age population (10-19), which was above the 25% growth in the borough's general population. However, the same period saw a decline in the borough's pre-school population and a relatively low growth in its primary school population (0 – 9).

Fig. 1. Population change by age group, Tower Hamlets, 2012 – 2022 (ONS)



5 Birth Rates

5.1 The reasons for the change in the pre-school and primary population is the decline in the number of births in Tower Hamlets, which fell by 10% (481) in the ten-year period from 2013. This was despite a brief revival in 2021. London birth rates fell at a similar rate over the same 10-year period.

Table 1. LBTH Births Actual Births 2013 to 2022 (ONS)

Area	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
LBTH	4,608	4,622	4,560	4,592	4,604	4,381	4,307	4,291	4,381	4,127
London	128,332	127,399	129,615	128,803	126,308	120,673	117,897	111,688	110,961	106,696

National pupil projections 2023 (DfE.gov.uk)

5.2 The latest borough projections, produced by the Greater London Authority (GLA), estimates that the Tower Hamlets birth rate will stabilise, between 4000 and 4100 over the next five-year period, before steadily increasing from 2028 onwards. This trend is mirrored in the projections for the London area where birth rates are not expected to start to return to pre-pandemic levels until 2032.

Table 2. Projected Births 2023 – 2032 (GLA)

Area	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
LBTH	4,043	4,065	4,075	4,080	4,094	4,120	4,158	4,209	4,256	4,303
London	107,646	107,822	107,810	107,723	107,839	108,208	108,876	109,851	110,889	112,032

GLA Population Projections (london.gov.uk)

6 Pupil Migration

6.1 A further, significant factor, in the decline in the borough's pre-school and primary population is pupil migration. The chart below is the GLA's most recently published data on the borough's previous and projected pupil net migration rate for its pre-school and primary age range. It shows the negative (outward) net migration rate for these age groups, confirming that over the previous ten years more pre-school and primary aged children have moved out of the borough than have moved in. This trend is projected to continue for the foreseeable future.

Fig. 2. Total Net Migration Projection: Tower Hamlets (age 0-4)

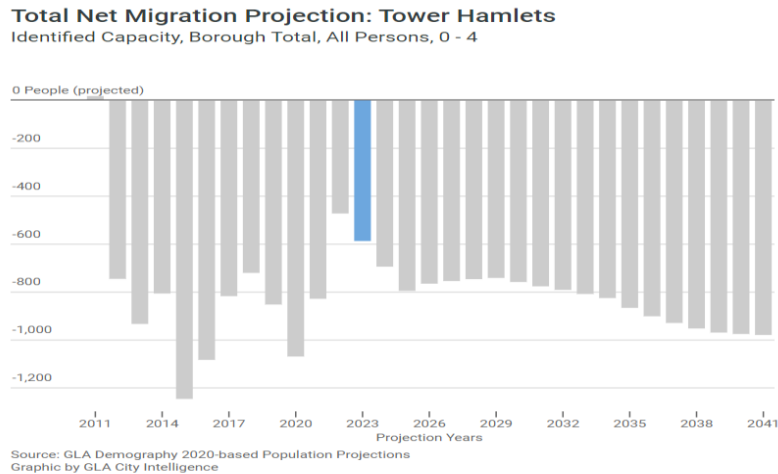
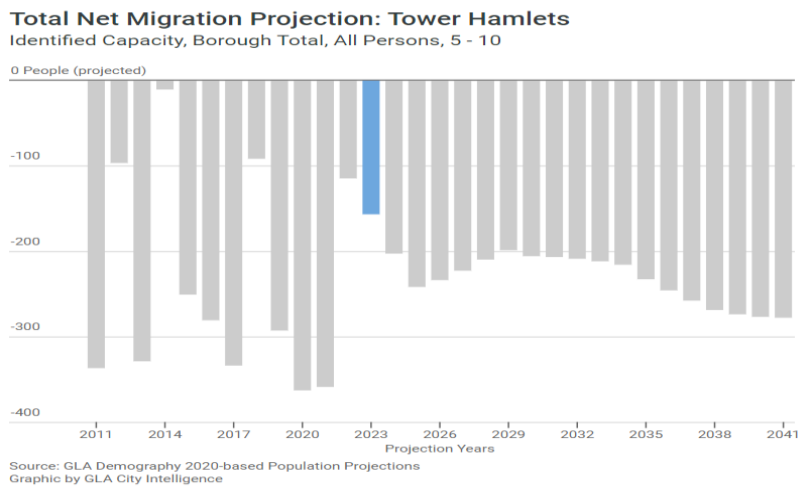
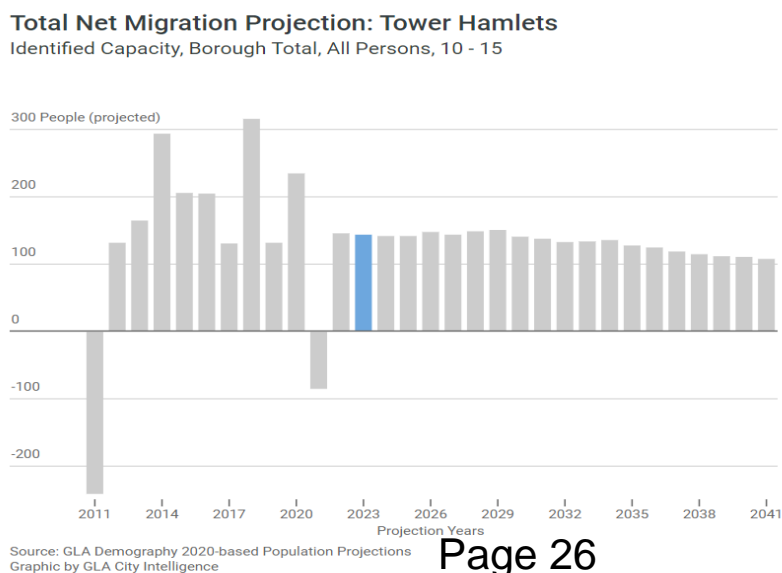


Fig. 3. Total Net Migration Projection: Tower Hamlets (age 5-10)



6.2 In the secondary age range the net migration situation is reversed. With a positive net migration between 2013 and 2022. This meant more secondary aged children moved into the borough than moved out. It is projected that this positive net migration will continue for secondary.

Fig. 4. Total Net Migration Projection: Tower Hamlets (age 10-15)



7 Housing

- 7.1 Alongside birth rates and migration is the ‘pupil yield’ from new housing development, i.e. the average number of pre-school and primary aged pupils that new housing in the borough is able to generate.
- 7.2 Tower Hamlets saw a significant reduction in its pupil yield from new housing developments, from 0.14 per dwelling in 2013 to 0.12 per dwelling in 2022. This has meant that, for every 1500 new homes in the borough, the number of school aged children reduced from 210 to 180. The equivalent of one form of school entry. This reduction in the pupil yield, along with the fall in birth rates and negative net migration, are the main reasons for the decline in the pre-school population.
- 7.3 Going forward the borough’s plans to provide more social and affordable housing, may see its pupil yield factor increase back to 2013 levels.

Impact of Population Change on the Current Demand for School Places

8 Nursery Schools and Classes

- 8.1 In line with the fall in birth rates and the other factors affecting the pupil population growth in the borough we have seen an overall decline in the number of children requiring nursery places at Tower Hamlets maintained nursery schools/classes over the last five years..

Table 3. Applications to Nursery Schools and Classes (Sept Entry)

No of children offered places at nursery schools/classes (Sept Entry)	2019/20	2020/21	2021/22	2022/23	2023/24
	2607	2306	2303	2238	2232

9 Primary Schools

- 9.1 The decline in the pre-school population is also reflected in the downturn in demand for primary school places at the point of entry in the reception year. Reception numbers have been declining since 2016/17, falling by almost 400 children from by 2022/23. This is the lowest reception year roll in the borough for over fifteen years.

Table 4. Reception School Rolls 2016 – 2022

Reception Year Admissions	2017	2018	2019	2020	2021	2022	2023
	3,524	3,347	3,340	3,230	3,347	3,316	3,139

- 9.2 The additional factor of the negative net migration in the 0 – 10 year old age range, has also seen the overall pupil numbers in primary schools falling since 2016. In 2023, the total number of primary school children in Tower Hamlets dipped below 23,000 for the first time since 2009.

Table 5. Primary School Rolls 2016 – 2022

LBTH Primary School Rolls	2017	2018	2019	2020	2021	2022	2023
	23,445	23,472	23,509	23,270	23,344	23,441	22,995

- 9.3 The decline in the pupil population has presented an ongoing challenge for primary schools, given the rising number of surplus places. A few of the borough’s primary schools are struggling with falling rolls, leading to a smaller budget allocation and them having to make significant efficiency savings as well as consider other measures to maintain financial sustainability and quality education standards. Later in this report is a summary of the steps the council is taking to support and strengthen the school system during this period of volatility in the pupil population.

10 Secondary Schools

- 10.1 There has been a steady increase in demand Year 7 entry in line with the growth in secondary.

Table 4. to Year 7 Rolls 2016 - 2022

Year 7 Rolls	2017	2018	2019	2020	2021	2022	2023
	2,838	2,952	2,908	3,007	2,974	2,919	2,904

- 10.2 Overall secondary school pupil numbers have seen an 8.8% growth since 2016/17. Secondary school rolls have been helped by the high level of positive net migration in this phase. However, this growth is expected to peak in 2023/24 before levelling out as the current primary pupil numbers progress through into secondary.

Table 5. Secondary Rolls 2016 - 2022

LBTH Secondary School Rolls	2017	2018	2019	2020	2021	2022	2023
	13,820	14,193	14,487	14,565	14,733	14,903	15,038

- 10.3 In response to the increased demand in the secondary sector the council has worked in partnership with the DfE and the Mulberry Schools Trust to commission a new secondary school for the borough. Mulberry Academy London Dock, a 1200 place 11 -19 school, will open in the Wapping area on the 1st September 2024.

11 Post 16

- 11.1 In line with the increase in the 11 to 16 pupil population we have seen a significant increase in demand for Post 16 provision. Post 16 rolls at secondary schools in the borough increased by almost 1500 pupils in the period between 2016 and 2023, from 2,682 to 4,110. In response to this rise in demand a number of Tower Hamlets schools have opened new 6th Form provision or expanded/developed their existing 6th Forms.

Table 6. Post 16 Rolls 2016-2022

LBTH Post 16 School Rolls	2017	2018	2019	2020	2021	2022	2023
	2,696	2,715	3,130	3,348	3,737	3,942	4,110

- 11.2 The Borough's current 6th Form capacity is now at 4,750 and this will increase further with the new 6th Form provision at Mulberry Academy London Dock, the 6th Form to be added at Canary Wharf College 3 School and the expansion of the 6th Form at Central Foundation Girls.
- 11.3 Notwithstanding the increases the council has identified a need to take measures to improve the current levels of Post 16 attainment and university progression. It is therefore considering adding a new 'Elite' 6th Form provision with the aim of accelerating young people's entry into Oxbridge and Russell Group universities by providing a benchmark for Post 16 education in the borough.

Projected Demand for School Places in Future Years

12 Planning Areas

- 12.1 For primary school place planning purposes, Tower Hamlets is divided into six planning (catchment) areas. For secondary schools, we use the whole borough as a single planning area. Maps for the school planning areas are included as Appendix One.

- 13 Pupil Numbers Forecasting (Projections Methodology and Approach)**
- 13.1 The council commissions school roll projections from the Greater London Authority (GLA), along with most other London boroughs. GLA have access to data on all pupils in London (via the National Pupil Database) which enables them to model movements across borough boundaries in a way that would be difficult for an individual local authority. Projections are run each year in May/June using information based on demographic trends (e.g. births, and migration); the borough's housing development trajectory; and the flow of pupils from their ward of residence (including those out of borough) to each school.
- 13.2 The council uses six sets of pupil projections based on high, medium and low migration and on a one year or four-year historical reference. The council prefers the high migration set, which produces a more modest pupil growth projection in line with the current local and national trends.
- 14 2023 School Roll Projections**
- 14.1 The latest round of the projected demand for places at schools within the borough over the next five years is provided in Appendix Two of this report, and summarised as follows.
- 14.2 When assessing the need for school places, there is an expectation that the LA includes a level of planned surplus (5 to 10%). However, five out of the six primary planning areas are now anticipated to see a decline in pupil numbers over the next five years and one or two with a projected resulting surplus capacity in excess of 20%.
- 14.3 Previously, there was a marked difference between the projected numbers in the primary planning areas west of the borough (Stepney, Bethnal Green and Wapping), which experienced larger surpluses, compared to the planning areas in the east (Bow, Poplar and Isle of Dogs). This distinction between the east and west of the borough is no longer evident, as falling reception year numbers are now affecting most of the primary planning areas. The exception being the Isle of Dogs, which is forecasted to have minor growth over the next five years.
- 14.4 The demand for secondary places will peak in 2023/24 before experiencing a slight decline over the subsequent years, resulting in surplus capacity slightly above 10% by 2027/28. The main reason for the fall in secondary numbers is the smaller primary cohorts that will transition into the secondary phase over the next decade.
- 14.5 Planned capacity for Year 7 entry from September 2024 onwards will provide sufficient secondary school places for children in Tower Hamlets. A further two secondary school sites have previously been earmarked for development in the borough. However, in view of the current capacity and projected numbers there are no current plans to take these sites forward for development in the short term. This may change over a longer period as recognised in the Borough's Local Plan.
- 14.6 Based on current numbers and projections there is sufficient 6th Form provision going forward. Therefore, plans or proposals to add further post-16 provision will only be taken forward, if it can be demonstrated that they will address a genuine need to improve the overall quality and diversity of educational provision in the area.
- 14.7 This continuing decline in the pupil population will inevitably present a challenge for school sustainability in the primary sector over the next planning period and in the secondary and post 16 sectors in the longer term. The School Organisation & Capital Investment Strategy (2023-26) sets out the framework for a schools' led

plan that will enable the LA to meet its responsibility to provide and maintain sufficient high quality school places, where they are needed and when they are needed, for families in the borough.

- 14.8 An LA Strategy Group and two Area Working Groups have been set up to ensure effective engagement and collaboration across schools, multi academy trusts, diocesan boards, parents, pupils, and other key stakeholders for education in Tower Hamlets. These groups provide the membership with the information necessary to inform decision making, as well as an open and transparent framework for school organisation and place planning decision making across the early years, primary secondary, Post 16 and SEND sectors.
- 14.9 The aim of this schools' led system is to develop local problem solving to ensure quality and sustainability through partnership. A range of options for removing surplus places will be considered. This includes school PAN reductions, changing school status to include SEN or AP provision, new models of school organisation e.g. informal collaborations, statutory federations or academies.
- 14.10 Further options to be considered will be school amalgamations (mergers) and closures where this is the best (and last) course of action. It is acknowledged that these decisions will have long term implications for school communities and will extend well beyond the tenure of any one headteacher or governing body.

SEND Sufficiency and Alternative Provision

- 14.11 As part of its pupil place planning responsibilities the council undertakes regular reviews of its provision and sufficiency planning for children and young people with Special Educational Needs and Disabilities (SEND).
- 14.12 The most recent review was undertaken as it was evident that the existing provision does not match the current need.
- 14.13 The report provided at Appendix Three details the findings and conclusions from the review, changes the Council proposes to make as a result, and what this means for children and young people with SEND in Tower Hamlets schools and other provisions.

15 Summary of Findings

- 15.1 From 2023 to 2033, the Tower Hamlets projects that the number of Education Health and Care Plans (EHCPs held and managed by it will rise from 4400 to 6750. Currently, 9% of school-age children and young people have an EHCP: factoring in the projected growth in EHCPs against a backdrop of a falling school-age population, this is projected to rise to 16% of the school-age population by the end of the decade.
- 15.2 A significant shortfall has been identified in specialist placements available in the borough. This is projected to become more acute by the end of the decade.
- 15.3 Autism; Speech, Language, Communication and Interaction (SLCI); and Social Emotional and Mental Health (SEMH) continues to dominate the areas of need within the borough, with an emerging unmet need of Severe Learning Disability (SLD) coming through right now, from primary, into secondary, and through to post 16 and post 19 provision. Long-term, there is potential for a shortfall of around 260 specialist places in primary and secondary. More immediately and into the medium-term, there is a shortfall of 125 places. The needs identified are specifically between

those of greater complexity than can be suitably met within a Resource Base, but do not require what is conventionally understood as a special school placement.

- 15.4 It has been identified that there has, historically, been a lack of clarity on commissioning, agreements, funding mechanisms and the Quality Assurance of specialist provision. Current arrangements will need to be reviewed to ensure longevity, whilst new commissioning arrangements will be watertight and clear with accountability, regular review, and consistent long-term funding, to ensure good value for money and surety for all involved.
- 15.5 There is a significant shortfall in specialist post16 and post19 provision across the borough which will need to be addressed separately to school place planning. This shortfall is similar to that seen at secondary level, with a lack of local specialist placements for young adults requiring provision for Autism, SEMH, and Profound and Multiple Learning Difficulties (PMLD)/SLD.

16 Proposed changes

- 16.1 The Local Authority proposes to tackle this shortfall head on, by piloting a programme of specialist Additionally Resourced Provision (ARP). These will take the form of SEN Units, very specialist provision attached to mainstream schools, offering provision in excess of a Resource Base, more aligned to a special school curriculum, but still with opportunities for mainstream engagement.

17 Implementation Plan

- 17.1 These pilot ARPs will be delivered on a locality basis, aligned with the School Organisation and Capital Investment Strategy, to ensure an even and effective distribution of specialist provision in the Local Area. It is expected that they will come from within the existing school estate and will not require significant building work, offering scope for greater efficiencies in the use of limited capital funds.
- 17.2 It is anticipated that there will be up to six specialist pilot ARPs established; two to three Autism / Communication and Interaction ARPs, with a minimum of one of each at both primary and secondary phase; two SEMH ARPs, again with one at both primary and secondary phase; and one SLD ARP at secondary phase.
- 17.3 Schools in Tower Hamlets will be approached for expressions of interest in operating pilot ARPs early in the spring term of 2024, with service specifications prepared concurrently. A selection process will be run, with the involvement of all local education, health and social care stakeholders, including schools, and parent-carers, before summer 2024. As these will be developed through minor works only, rather than full building work, it is anticipated that any pilot ARPs would be operational within the 2024/25 academic year.

18 THE LOCAL PLAN, INFRASTRUCTURE DELIVERY, AND FUTURE SCHOOL DEVELOPMENT SITES

- 18.1 This report reviews the current provision of school places and considers the projected downturn in pupil place demand in some sectors in the short to medium term. However, Tower Hamlets remains a borough with significant population growth, with the potential for its pupil place demand to eventually increase, particularly given the projected rise in the borough birth rate from 2028 onwards. The Council must also anticipate a significant improvement in the child yield from its future housing, given its plans to address overcrowding and set robust planning

requirements aimed at increasing the volume of social and affordable homes in new developments.

- 18.2 It is therefore necessary to consider the provision of school places over the longer period and the policies and approaches in place to ensure additional school places can be delivered as and when these are required.

19 Local Plan

- 19.1 The Local Plan sets out the Council's planning policy. It is used to shape developments and guide decisions on where, how much, and what kind of development is needed in Tower Hamlets over a period of 10-15 years.
- 19.2 The Council is currently preparing a new Local Plan for Tower Hamlets that will replace the current Local Plan. The draft Plan is currently in its stages of public consultation, before being submitted for central government approval later this year. A new Local Plan is scheduled to be formally adopted by the Council in 2025.

20 Infrastructure Delivery Plan

- 20.1 The Council's Infrastructure Delivery Plan (IDP) is used as evidence in support of the Local Plan and identifies the infrastructure requirements for education provision throughout the Local Plan period. The IDP is reviewed on an annual basis.

21 Future School Development Sites

- 21.1 The Local Plan, informed by the IDP and the further evidence base i.e. site allocations methodology and spatial assessment needs for schools, sets out the Council's approach to the allocation of future school development sites.
- 21.2 The Local Plan will generally allocate more school sites than required to meet the projected need for school places, for the reasons set out in Appendix Four of this report, *'The Local Plan approach to allocating school sites'*. This approach provides the Council with the necessary options and flexibility required to manage the risks relating to school site deliverability as well as ensure it can meet its legal duty as an education provider in the medium to long term.

(iv) School Development Funding Streams

- 4.2 A summary of funding streams available for the development of new schools and improving the existing schools' estate, together with the current projects included in schools capital programme is set out in Appendix Five.

22 EQUALITIES IMPLICATIONS

- 22.1 Providing access to good quality school places is essential to raising achievement and addressing poverty and inequality in the long term. The council undertakes its role in the planning of school places with the aim of ensuring efficient, effective, and sustainable provision. The reorganisation of school places and the establishment of new provision will have a positive impact on all groups by improving accessibility, increasing parental choice and promoting inclusive education.
- 22.2 When the Council undertakes its plans to consult on changes to existing schools, seeks to establish new provision, or works with the DfE to appoint new school providers, it will ensure that the offer is universally applicable to children and young people of school age and there is no unequal impact on different groups. This is particularly relevant to children and young people with SEND, ensuring that, as far

as possible, they can be educated in mainstream settings with adapted, relevant, and bespoke support that ensures they can learn.

23 OTHER STATUTORY IMPLICATIONS

24 Best Value Implications

24.1 The report sets out plans for managing the supply of school places and meeting future need. These plans seek to make the best use of existing and future council assets as well as opportunities to secure maximum funding from central government.

24.2 Any proposals for expanded or new provision will be subject to consultation as they are developed and before implementation. Implementation of capital schemes will be subject to competitive procurement.

(ii) Environmental (including air quality)

24.3 The proposals to provide additional school places to meet the needs of the population will be implemented taking account of sustainable design standards and materials. Any organisational changes to school provision will ensure that children can access a local school place and so minimise travel.

(iii) Risk Management

24.4 The council has a statutory duty to provide sufficient and sustainable school places. In order to plan to meet this requirement pupil population projections are obtained annually and reviewed each year against the known school capacity. It is clear that the projections indicate that significant changes in the need for places must be planned for. There will likely be regular variations in the projections, given the current volatility of the population across London. It is therefore essential for the council to retain some operational flexibility to respond, according to its sufficiency and or sustainability requirements.

24.5 The plans required to meet the need for school places can often require the balance of complex and competing considerations, for example for other social infrastructure requirements. Because of the length of time that is required to implement capital projects, decisions need to be taken in sufficient time to plan the use of resources and to identify potential shortfalls.

24.6 The council has to manage the risk of failing to meet its statutory duties by having a number of options available for implementation and also by keeping the changing circumstances under regular review.

24.7 (iv) Safeguarding

The report deals with the council's approach to providing school places for the local population. The supply of good quality school places contributes to the safeguarding of children by ensuring their early and continued access to appropriate education.

(v) Data Protection / Privacy Impact Assessment

24.8 When implementing plans for school organisation changes, the council will undertake a full public consultation. All comments received through these mechanisms or made direct to council officers or members will be collected to be

included in the analysis of the feedback received. Responses will only be used to assess the community's view of the proposals and not for any other purpose.

- 24.9 Tower Hamlets Council will handle information in accordance with the Freedom of Information Act 2000 and the Data Protection Act 2018 and is the data controller for the purposes of the Data Protection Act 2018. For more information, the privacy notice for Pupil Services can be accessed [here](#).

25 COMMENTS OF THE CHIEF FINANCE OFFICER

- 25.1 There are no direct financial implications in this report. However, it should be noted that the revenue costs of meeting School places are met through the Dedicated Schools grant (DSG) which are based on pupil count. The Capital costs of delivering extra capacity are met through different sources, which are detailed in Appendix five. There would be no expectation of the costs of Schools places being met from General Fund resources.
- 25.2 Governing bodies have responsibility for the management of the school's budget. For schools which are facing financial difficulty, there are measures to help support schools to move back into a balanced financial position. The Local Authority reviews the 3-year budgets set by schools and regularly monitors the schools' forecasted financial positions. In the event of a school closure (as a last resort), the write-off of a school deficit balance would need to be met from the General Fund resources.

26 COMMENTS OF LEGAL SERVICES

- 26.1 Sections 13 and 13A of the Education Act 1996 impose duties on local authorities to ensure that efficient primary, secondary and further education is available to meet the needs of the population of their area, and that these functions are exercised with a view to promoting high standards, ensuring fair access to opportunity and training, and promoting the fulfilment of learning potential for the pupils.
- 26.2 Section 27 of the Children and Families Act 2014 requires local authorities to keep their provision for children and young people who have special educational needs or a disability under review. This requirement includes the education and training provision for such children and young people.
- 26.3 The Public Sector Equality Duty, set out in the Equality Act 2010, requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different groups of people when carrying out their activities.
- 26.4 The matters set out in this report demonstrate the Council's commitment to meeting these duties and complying with the above legislation.

Appendices

- Appendix One LBTH Primary and Secondary School Planning Areas
- Appendix Two LBTH School Roll Projections 2023
- Appendix Three LBTH SEND Sufficiency Review 2023
- Appendix Four The Local Plan approach to allocating school sites
- Appendix Five Funding streams available for the development of school sites

Background Documents – Local Authorities (Executive Arrangements) (Access to Information)(England) Regulations 2012

NONE.

Officer contact details for documents:

N/A

Linked Reports and Background Documents

Linked Report

None

Background Documents – Local Authorities (Executive Arrangements) (Access to Information)(England) Regulations 2012

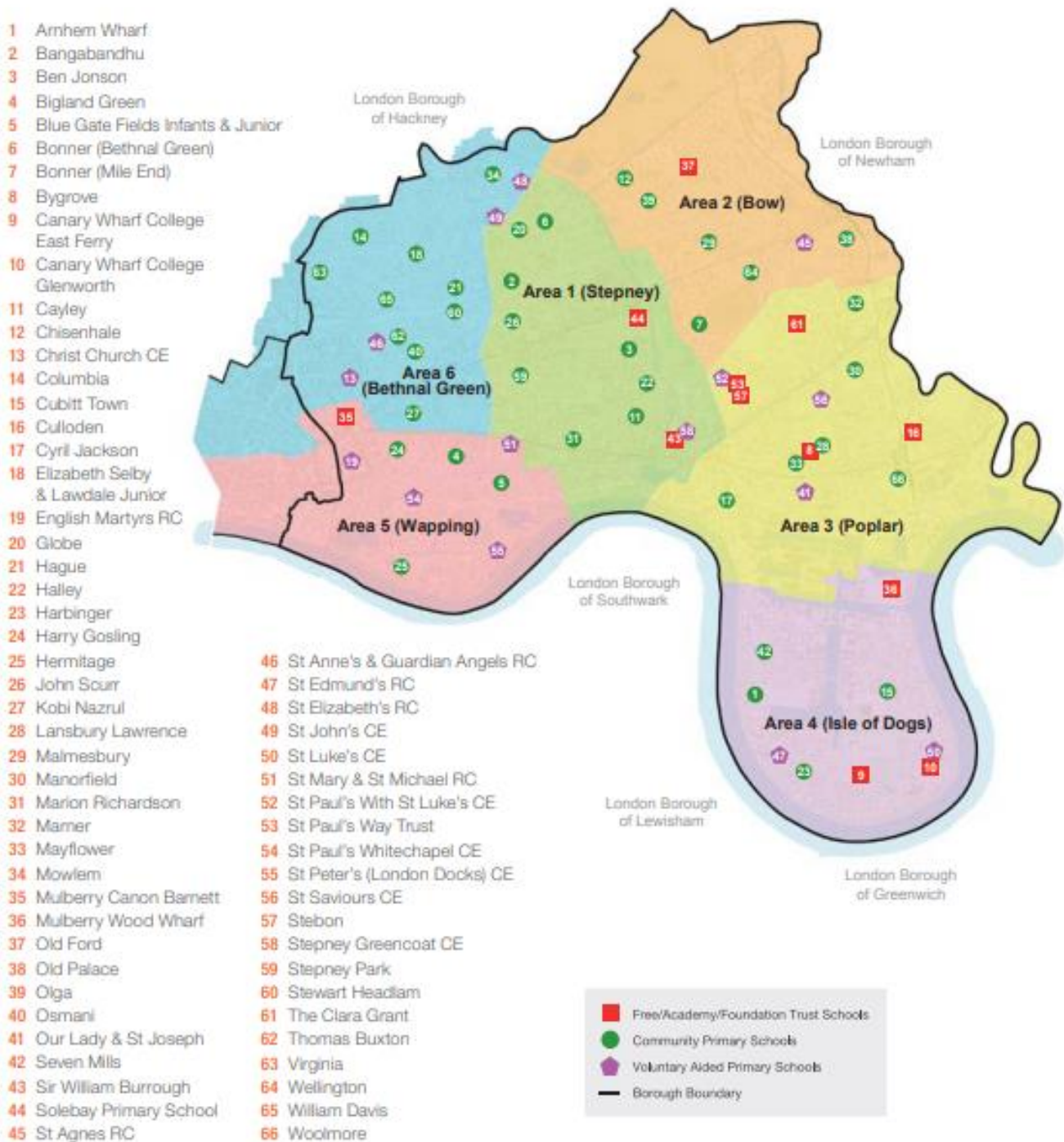
NONE

Officer contact details for documents: N/A

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Appendix One - LBTH School Planning Areas

Primary



Secondary



Secondary schools

- A Bishop Challoner Catholic Federation of Schools
- B Bow School
- C Canary Wharf College Crossharbour
- D Central Foundation Girls' School
- E George Green's School
- F Langdon Park School
- G London Enterprise Academy
- H Morpeth School
- I Mulberry Academy London Dock
- J Mulberry Academy Shoreditch
- K Mulberry School for Girls
- L Mulberry Stepney Green Maths, Computing and Science College
- M Oaklands School
- N Stepney All Saints CofE Secondary School
- O St Paul's Way Trust School
- P Swanlea School
- Q Wapping High School

14-19 provision

- 1 East London Arts & Music
- 2 London East Alternative Provision (LEAP)
- 3 Mulberry University Technical College
- 4 New City College - Tower Hamlets

Registered independent secondary schools

- R Darul Hadee Latifiah
- S Jamiatul Ummah
- T London East Academy
- U London Islamic School
- V Madani Secondary Girls' School
- W Mahazina Ulbom London
- X River House Montessori School
- Y The Complete Works Independent School

Special schools

- S1 Beatrice Tate School
- S2 Ian Mikardo High School
- S3 Phoenix School

Tower Hamlets LA Report on the Latest School Roll Projections

November 2023

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1. Executive Summary

This latest Tower Hamlets report on school roll projections highlights further growth in the surplus of primary school places across the borough, with five out of the six planning areas now projected to see a decline in pupil numbers over the next five years and some with capacity in excess of 20%. This continuing decline in the pupil population will inevitably present a challenge for school sustainability in the primary sector over the next planning period.

Current projections suggest that the demand for secondary places will peak in 2023/24 before experiencing a slight decline over the subsequent years, resulting in surplus capacity above 10% by 2027/28. The main reason for the fall in secondary numbers is the smaller primary cohorts that will transition into the secondary phase over the next decade.

This latest report is based on the 2023 round of Greater London Authority (GLA) pupil projections for Tower Hamlets. It shows that the overall borough primary and secondary school roll projections continue to be very accurate. The borough pupil projections, both for 2021/22 and 2022/23, were very close to actual numbers, at 99.7% and 99.5% accuracy respectively. However, variances do appear at the individual primary planning area level.

In 2021 we saw a significant increase in the borough's birth rate for the first time since 2014. However, this has not been sustained and they have now fallen back in line with the previous long-term trend of decreasing live births. GLA data indicates that birth rates in Tower Hamlets and across London are projected to continue to fall, mirroring the national trend. It is also evident that, despite the significant housing growth in the various parts of the borough, these new dwellings are not yet yielding the volume of children seen in the previous two decades.

In recent years there was a marked difference between the projected numbers in the primary planning areas west of the borough, which experienced larger surpluses, compared to the planning areas in the east. This distinction between the east and west of the borough is no longer evident, as falling reception year numbers are now affecting most of the primary planning areas. The exception being the Isle of Dogs, which is forecasted to have negligible growth over the next five years.

As the LA and schools seek to reduce surplus capacity in the primary sector, the council will review the number of future new school development sites as well as consider adjusting the capacity of existing schools to mitigate the impact of falling rolls. These form part of several actions the LA will be taking as it works with the borough's school leadership in implementing the contingency measures set out in the Tower Hamlets School Organisation and Capital Investment Strategy.

2. Purpose

The purpose of this report on school roll projections is to provide the latest position on the supply of school places in Tower Hamlets, by looking at recent pupil population trends, as well as projected future demand. It is the LA's responsibility to ensure that there are sufficient and sustainable school places for all borough resident children of statutory school age.

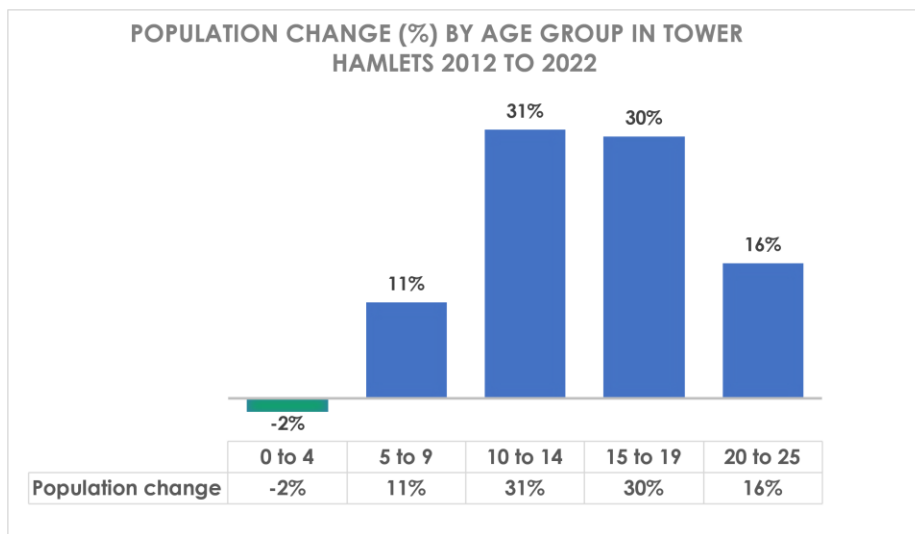
In order to inform the LA's school place planning annual assessment, the continuous monitoring and analysis of pupil population data and trends is required. This report therefore investigates issues and identifies current and future challenges.

The report has been prepared by the Tower Hamlets' Education Service using projections data provided by the Greater London Authority (GLA) and the Office of National Statistics (ONS). The anticipated numbers covered in this report are projections – they are the numbers mathematically calculated based on clearly stated theories. This is different from forecasts, where outcomes are based on what you assume will actually happen in the future, given certain conditions, local knowledge, plans and intentions.

3. Background

The demand for school places is driven by birth rates, pupil population growth, migration levels and housing development. Tower Hamlets saw the biggest general population increase in England between 2012 and 2022, where its population grew by approximately 25%, compared to 6.4% for England as a whole over the same period. However, for the 0-4 age group, there has been a 2% decrease, as can be seen from Figure 1 below, so despite the substantial rise in the general population, the growth has not occurred in the pre-school population.

Fig. 1. Population change by age group, Tower Hamlets, 2012 – 2022 (ONS)



The primary pupil numbers in Tower Hamlets have been on the decline since 2019, and this downward trajectory is anticipated to continue, mirroring the ONS projection of a 11.6 % decline in the total UK primary school population by 2028. In 2022/23, the total number of primary school children in Tower Hamlets dipped below 23,000 for the first time since 2009/10.

The decline in primary pupil numbers can be attributed to diminishing birth rates, coupled with the net outflow of primary-aged pupils from the borough. Further causes are related to Brexit and other migration factors, smaller pupil yields from the new housing within Tower Hamlets, the Covid pandemic, and the displacement of some sections of the local population through the impact of the welfare reforms.

Tower Hamlets has experienced an 8.8% increase in its secondary school population over the past seven years, rising from 13,820 in 2016/17 to 15,038 in 2022/23. However the year on year increases to the Year 7 cohort size is projected to peak in 2023/24 at 3,059, before the reduced primary numbers start to transition into the secondary phase. Secondary numbers are therefore likely to reduce in the future, despite the positive net migration in the borough's 10-15 year old age range.

4. Projection Methodology and Planning Areas

Tower Hamlets commissions school roll projections from the Greater London Authority (GLA), along with most London boroughs. The GLA has access to data on all pupils in London (via the National Pupil Database), which enables it to model movements across borough boundaries in a way that would be difficult for an individual local authority. Projections are run each year by the GLA, using information based on demographic trends (e.g. births, migration); the borough's housing development trajectory; school census data; and the flow of pupils from their ward of residence (including those out of borough) to each school.

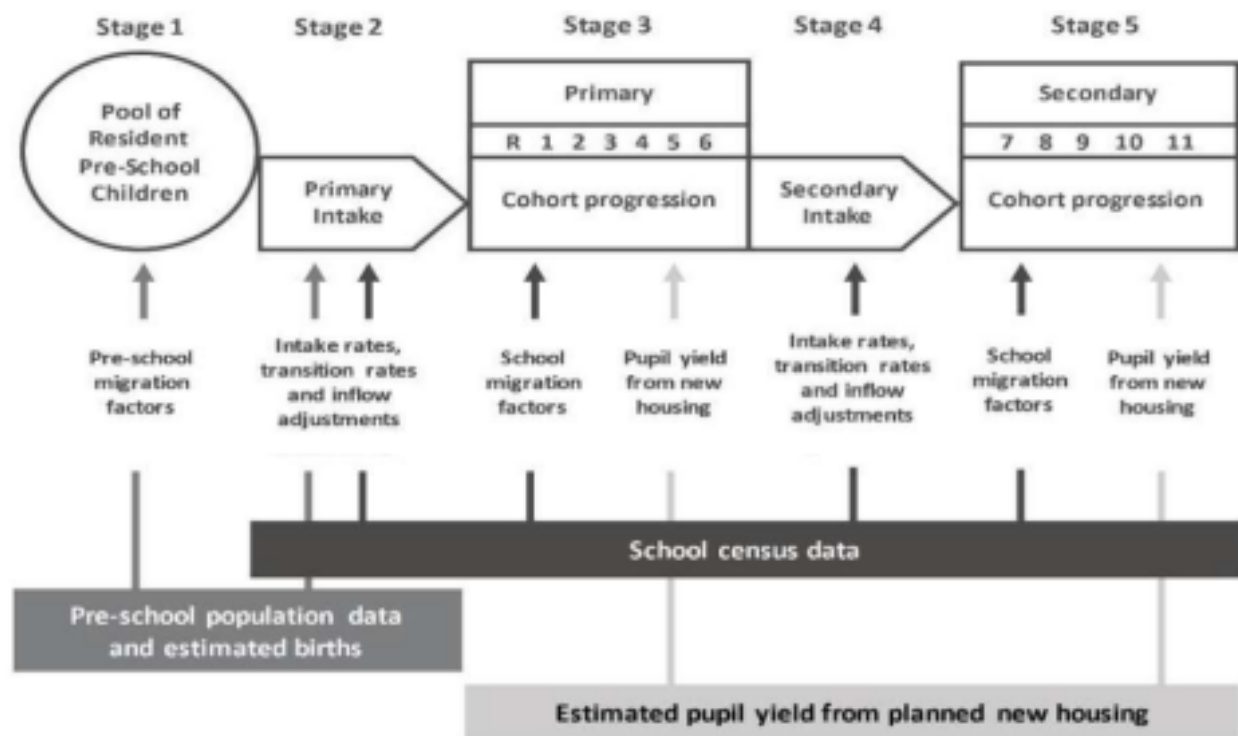
The GLA's population projections now estimate the number of pupils in each borough ward by taking the average of the previous years' patterns. This change to the methodology explains the variances at individual Planning Area level.

The proportion of the children attending each mainstream state school is calculated, using the National Curriculum year (R to year 11), and sex, per ward of residence in London. These proportions are carried forward as the pupils age through the school in the years being projected.

For new pupils entering a school in future years, for example at reception year, proportions are calculated as averages over the latest years of actuals, with 4 being the standard number of years used (2020, 2021, 2022 and 2023). The same approach is used at years 7 and 12, even if the school is an all through school as it is assumed that there will be significant changes in the cohort at this point.

The rolled forward and calculated new intake proportions for future years are applied to the population projections to give projections of the number of children on roll by school by age and sex. Due to lower retention rates, 6th Form projections are calculated using a survival ratio as the cohort ages through 6th Form. School level projections are then aggregated to planning areas and borough totals.

Fig. 2. The flow of the Tower Hamlets Projections Model



4.1. Primary Planning Areas

Tower Hamlets is divided into six planning areas for primary schools. A map showing the planning areas and the list of schools in each is provided as Appendix 1.

Table 1. Primary school roll projections are split into the six Planning (catchment) Areas

Primary School Planning (Catchment) Areas					
PA1	PA2	PA3	PA4	PA5	PA6
Stepney	Bow	Poplar	Isle of Dogs	Wapping	Bethnal Green

NB. Both Bonner Primary Schools are in PA1 for planning purposes.

4.2. Secondary Planning Areas

Secondary school roll projections are calculated on a borough-wide basis as the intakes for individual schools often extend beyond a planning area, with pupils travelling to schools across and outside the borough. A map showing the location of all the borough's secondary schools is provided as Appendix 2.

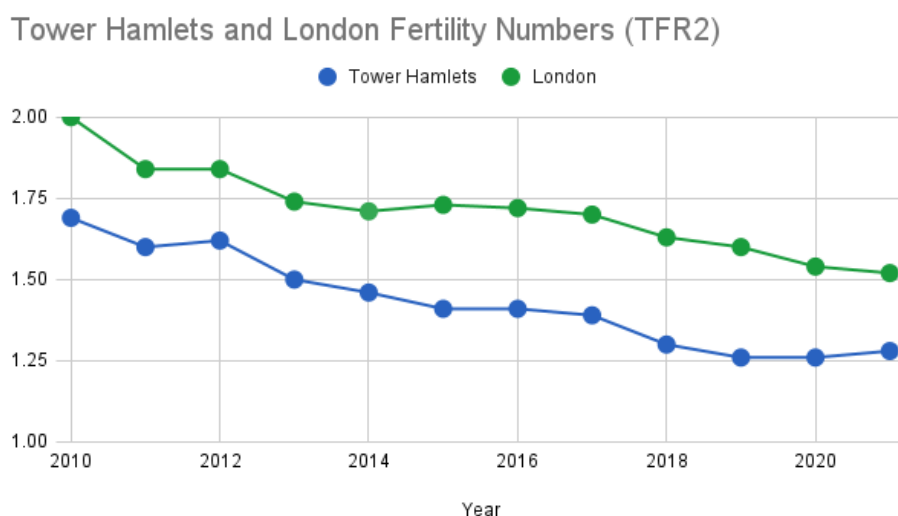
5. Fertility, Birth Rates and Reception Take Up

The starting point for the pupil projection model is capturing the number of births, and the cohort 'survival rate' for children starting in the reception year four years later.

5.1. Fertility and Birth Rates

The fertility rate for Tower Hamlets and across London saw a steady decline between 2010 - 2020.

Fig. 3. Historical Fertility Rates (GLA)



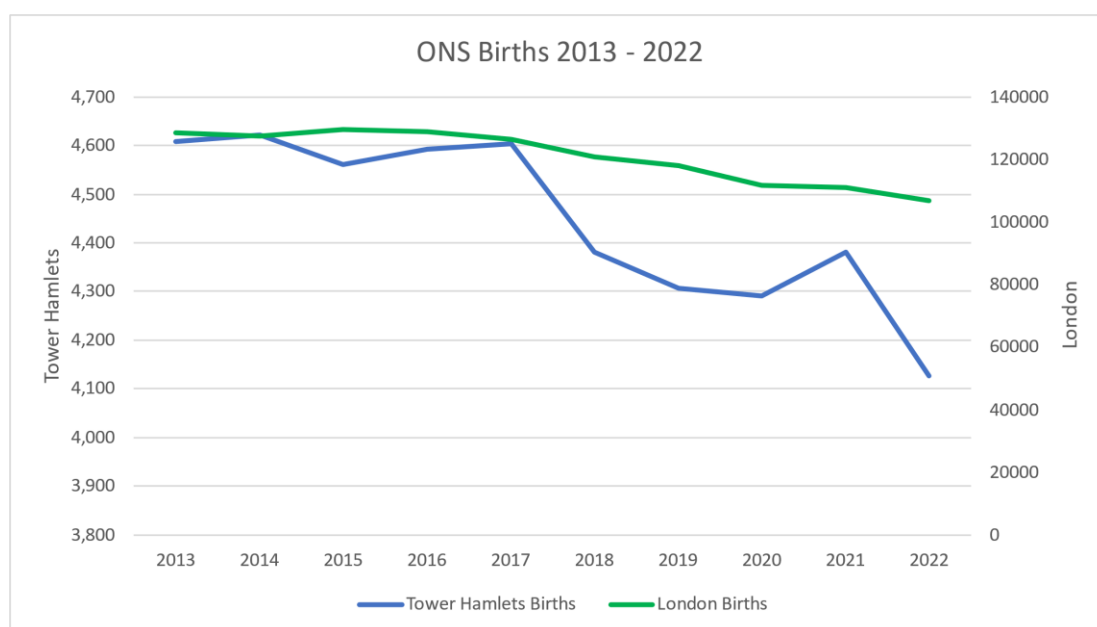
The number of live births in Tower Hamlets has fallen by 481 (10%) in the ten year period from 2013 (**Error! Reference source not found.** below). London birth rates fell at a similar rate over the same period. Despite a brief revival in 2021, Tower Hamlets births rates fell again, substantially, in 2022.

Table 2. LBTH Births Actual Births 2013 to 2022 (ONS)

Area	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022 ¹
LBTH	4,608	4,622	4,560	4,592	4,604	4,381	4,307	4,291	4,381	4,127
London	128,332	127,399	129,615	128,803	126,308	120,673	117,897	111,688	110,961	106,696

1

Fig. 4. Actual Births (ONS)



The GLA previously projected 4,115 Tower Hamlets births in 2022, which is not far off the actual number of 4,127. The GLA projects that the Tower Hamlets birth rate will fall below 4100 and remain at around this level over the next five-year period (2023-2027), following a similar pattern to the rest of London. Tower Hamlets and London births are then projected to steadily increase from 2028 onwards.

Table 3. Projected Births 2023 – 2032 (GLA)²

Area	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
LBTH	4,043	4,065	4,075	4,080	4,094	4,120	4,158	4,209	4,256	4,303
London	107,646	107,822	107,810	107,723	107,839	108,208	108,876	109,851	110,889	112,032

5.2. Take Up Rates

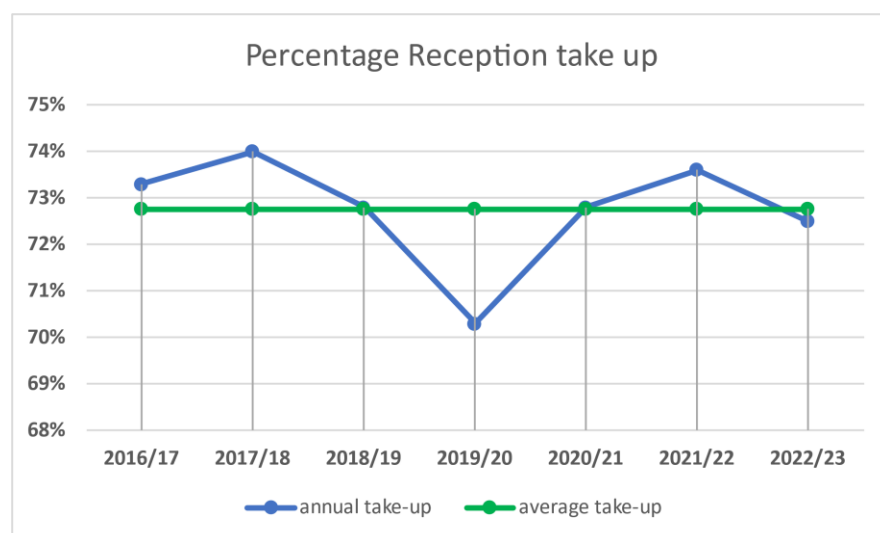
The cohort survival rate/take up rate (the difference between live births and reception year numbers, four years later) is currently at around 73% for Tower Hamlets, up from an all-time low of 70% three years earlier. Hence, the take up rate for the borough as a whole appears healthy, though there are regional differences, which affect reception year school rolls in some parts of the borough. Even if the take up rate remains stable over the next few years, overall reception year numbers will be down, given the current low birth rate.

² <https://apps.london.gov.uk/population-projections/>

Table 4. LBTH Percentage Reception Take up 2016-2023

LBTH Percentage Reception Take up 2016-2023				
School Year of Birth	Births ³	Reception Entry	Reception Number	Percentage Take up
2012/13	4,805	2016/17	3,524	73.3%
2013/14	4,520	2017/18	3,347	74.0%
2014/15	4,587	2018/19	3,340	72.8%
2015/16	4,597	2019/20	3,230	70.3%
2016/17	4,600	2020/21	3,349	72.8%
2017/18	4,504	2021/22	3,316	73.6%
2018/19	4,331	2022/23	3,139	72.5%

Fig. 5. LBTH Percentage Reception Take up 2016-2023



6. Pupil Migration

Tower Hamlets, historically, has higher rates of net migration when compared to most of London this is therefore an important factor in the borough projections.

6.1. Pre-School and Primary Age Pupil Net Migration

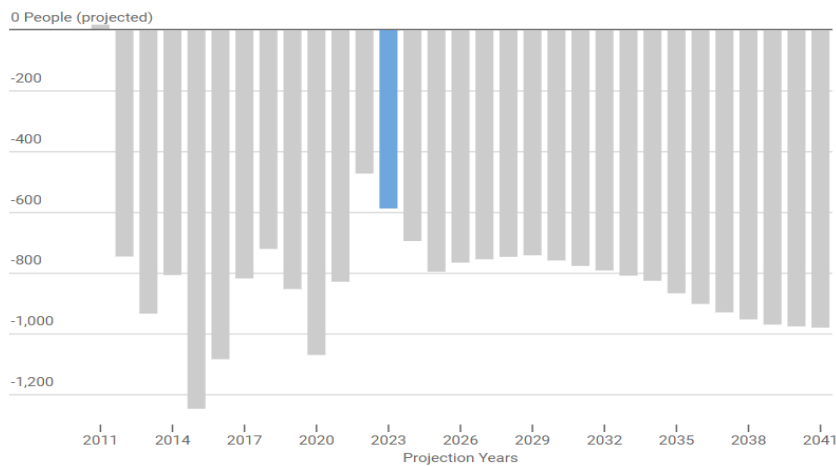
The two charts below show the GLA's most recent data on the borough's previous and projected pupil net migration rate for both the pre-school and primary age range. We can see the negative (outward) net migration rate for this age group, confirming that more pre-school and primary age children are moving out of Tower Hamlets than moving in. This negative net migration trend is projected to continue to impact primary school rolls over the coming years.

³ Birth numbers provided by the GLA

Fig. 6. Total Net Migration Projection: Tower Hamlets (age 0-4)

Total Net Migration Projection: Tower Hamlets

Identified Capacity, Borough Total, All Persons, 0 - 4

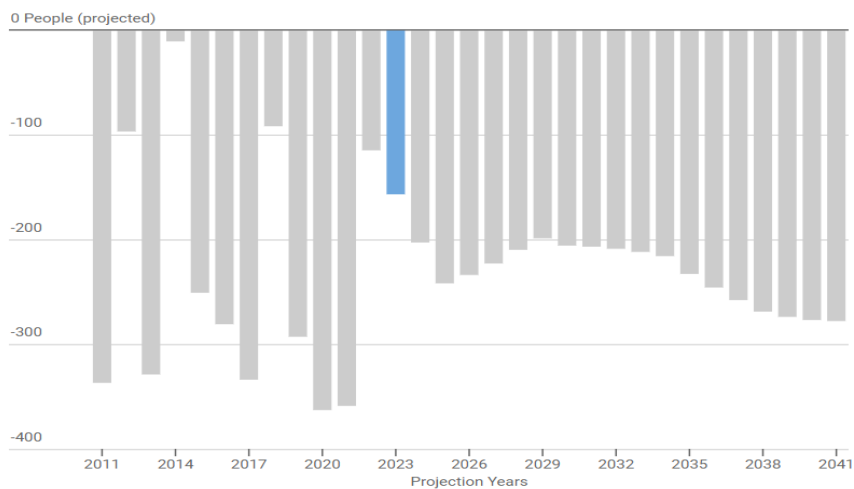


Source: GLA Demography 2020-based Population Projections
Graphic by GLA City Intelligence

Fig. 7. Total Net Migration Projection: Tower Hamlets (age 5-10)

Total Net Migration Projection: Tower Hamlets

Identified Capacity, Borough Total, All Persons, 5 - 10



Source: GLA Demography 2020-based Population Projections
Graphic by GLA City Intelligence

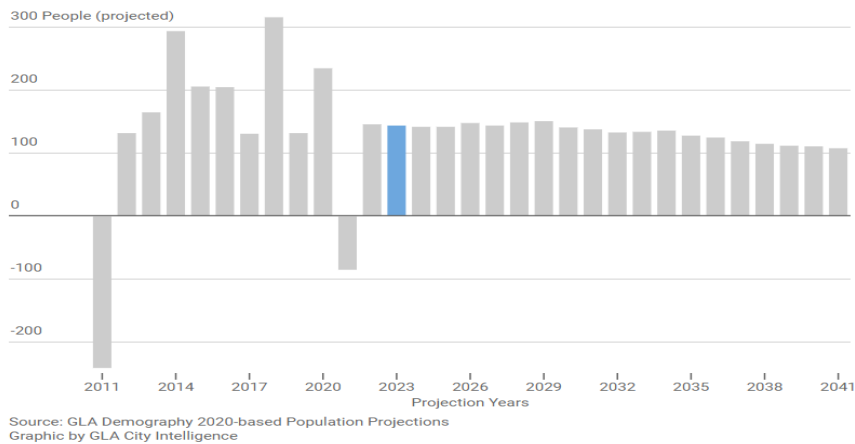
6.2. Secondary Age Children Net Migration

In the secondary age range the net migration situation is reversed. With the exception of the 2021 (due to the travel restrictions during the Covid pandemic), we should continue to see a positive net migration, based on the GLA's projections. This means more secondary aged children moving into the borough than out. This could lessen the impact of smaller cohorts moving through from primary system on secondary numbers.

Why more children in this age range are moving into the borough than out, and why the trend is looking so differently than for younger age groups, is not yet clear. The LA is therefore still seeking to understand this anomaly in its migration flows, especially as neighbouring LAs are not displaying the same historical trends.

Fig. 8. Total Net Migration Projection: Tower Hamlets (age 10-15)

Total Net Migration Projection: Tower Hamlets
 Identified Capacity, Borough Total, All Persons, 10 - 15



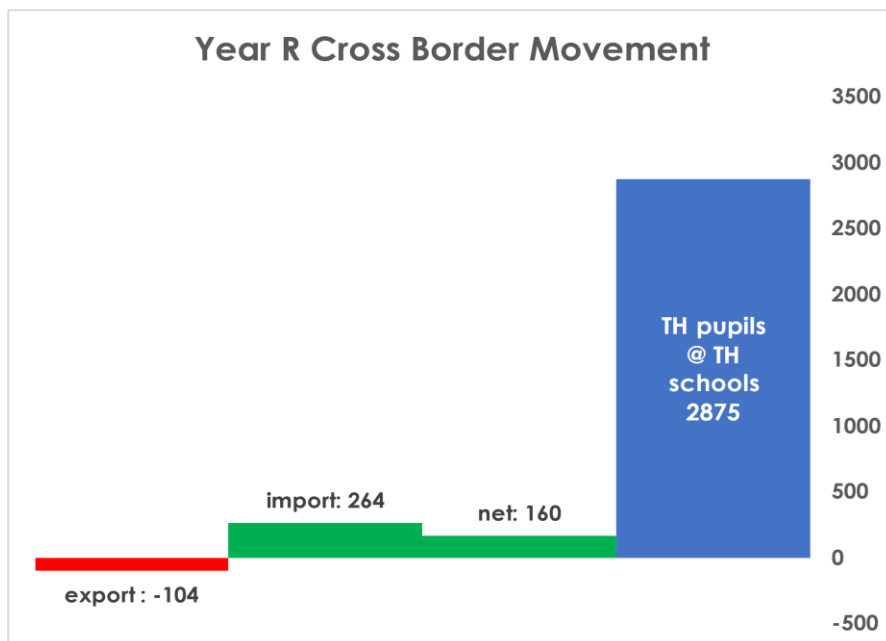
7. Cross Border Movement

Migration data covers the movement of children moving in and out of the borough, but there are also Tower Hamlets pupils who cross its borders to attend schools in neighbouring boroughs. Likewise, children living in neighbouring boroughs will cross borders to attend schools in Tower Hamlets.

7.1. Primary Cross Border Movement

Tower Hamlets is a net importer of primary pupils. In September 2023, 4% of Tower Hamlets resident pupils started reception year at an out-borough school. In contrast, 8% of the pupils starting reception year in Tower Hamlets were out-borough residents.

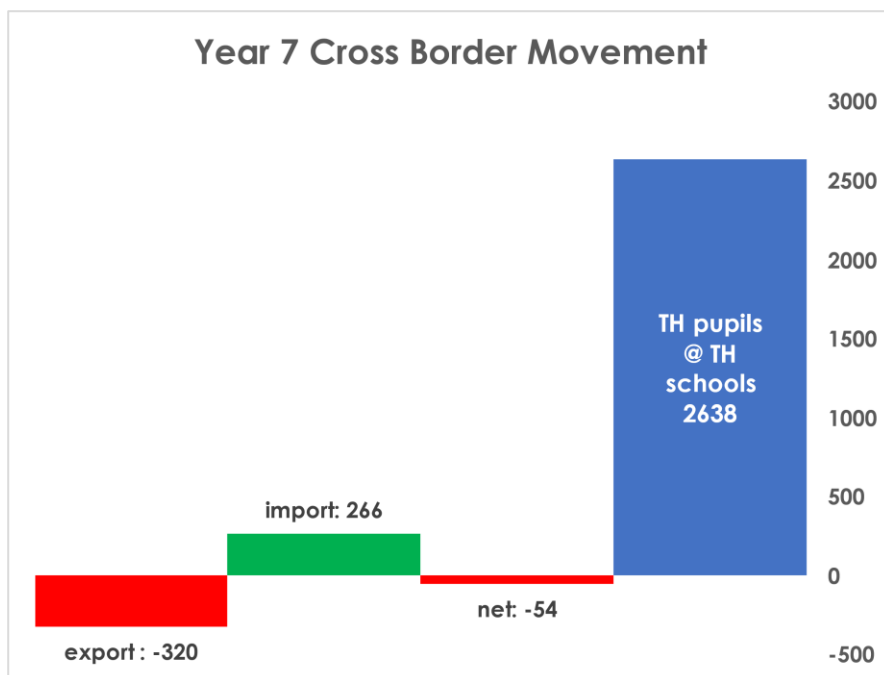
Fig. 9. Primary Cross Border Movement



7.2. Secondary Cross Border Movement

Tower Hamlets is a net exporter of secondary pupils. In September 2023, 11% of borough resident pupils chose to attend a secondary school outside of the borough. Whereas 9% of the intake to Tower Hamlets secondary schools were out-borough residents.

Fig. 10. Secondary Cross Border Movement



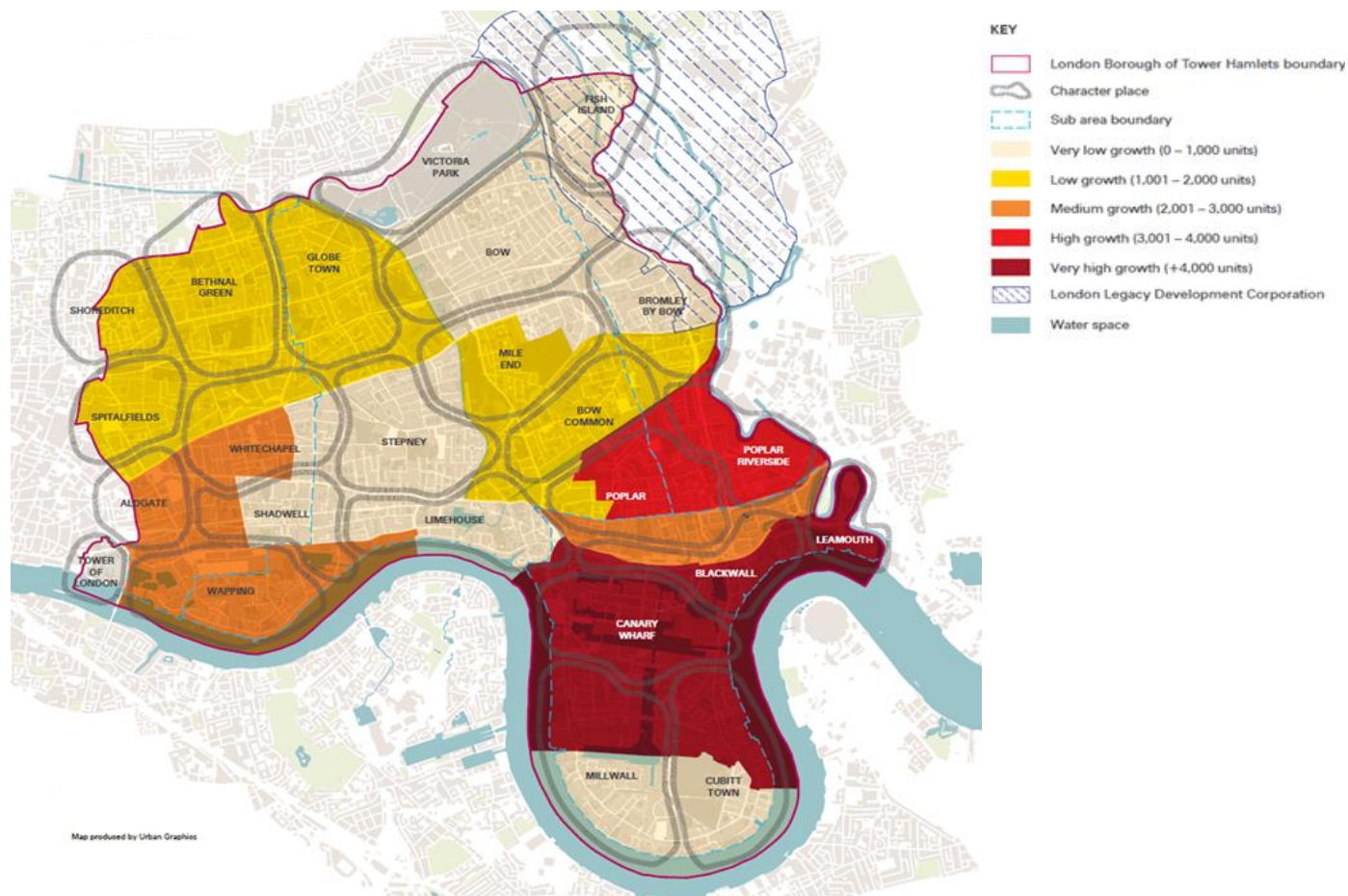
8. Housing Development and Pupil Yield Factor

The primary 'pupil yield' factor provides the basis for calculating the average number of primary pupils that a new housing development can be expected to generate. It is based on the Borough's Housing development trajectory, which is then factored into the projection model, alongside school rolls, birth data, migration flows and the cohort survival/take up rates. Tower Hamlets has an indicative net housing target of around 34,700 additional homes to be built in the borough between 2020 – 2029, based on the GLA's 2021 London Plan. The map below shows where these new housing developments are planned, with most major developments concentrated in the Southeast.

Over the ten year period between 2013 and 2022, Tower Hamlets has seen a significant reduction in its primary pupil yield from new developments, from 0.14 per dwelling in 2013 to 0.12 per dwelling in 2022. This has meant that, for every 1500 new homes in the borough, the expected number of primary aged children reduced from 210 to 180. The equivalent of one form of school entry. The reduction in the pupil yield, along with the fall in birth rates and negative net migration, are the main reasons for the decline in primary pupil numbers.

Going forward the borough's ambition to provide more social and affordable housing, may see its pupil yield factor increase back to previous levels.

Fig. 11. Tower Hamlets Housing Development Plan



<1,000 units	1,001 - 2,000 units	2,001 - 3,000 units	3,001- 4,000 units	>4,000 units
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9. Previous Year Pupil Projections and their Accuracy

A new set of pupil projections are produced each year. This set is compared to the actual pupil numbers to assess the accuracy of projections as well as identify and correct any issues.

There was a 0.5% variance in the borough's overall school roll projections, where the forecast was 228 more pupils respectively than in the 2023 pupil census (Table 5). The largest variance was at reception year, which projected 158 more pupils than the actual number in the 2023 pupil census. In Year 7 the projected number was 77 pupils more than in the census. This is a fairly accurate standard for the whole borough, but for the individual primary planning areas where there are one or two significant variances. The revised GLA methodology where projections at ward level are calculated, based on previous year patterns, is a contributory factor to the variances within each planning area.

Table 5. Breakdown of the Previous Year's Pupil Projections

	Previous Year Projection (2023 census)	Actual No. (2023 census)	Variance (No. of Pupils)	Variance (FE) ⁴	Variance (%)
Reception	3,297	3,139	-158	-5.3	-5.0%
Primary	23,220	22,995	-225	-7.5	-1.0%
Year 7	2,981	2,904	-77	-2.6	-2.7%
Secondary	15,041	15,038	-3	-0.1	0%
All Pupils	38,261	38,033	-228	-7.6	-0.5%

The reception year forecasts within the individual primary planning areas shows a significant variation in Bethnal Green and Stepney, with each ending up with 50 fewer reception year pupils than projected. These two planning areas combined, accounted for 100 of the 158 pupil difference in the projected reception year number for the whole borough (Table 6). Only the Isle of Dogs Planning area ended up with more reception year pupils than previously projected.

Table 6. Reception Year Forecasts vs Actual numbers per Area

Reception Year Forecasts vs Actual numbers by Planning Area							
LBTH Primary Planning Area	Stepney	Bow	Poplar	Isle of Dogs	Wapping	Bethnal Green	Total
2023 Projection	663	394	865	446	418	511	3,297
2023 Actual	613	376	833	464	392	461	3,139
Variance (pupils)	-50	-18	-32	18	-26	-50	-158
Variance (FE)	-1.7	-0.6	-1.1	0.6	-0.9	-1.7	-5.3
% Variance	-8.1%	-4.8%	-3.8%	3.9%	-6.6%	-10.8%	-5.0%

⁴ FE (Forms of Entry) is the ratio between the pupils' variance and 30 (which is a class size)

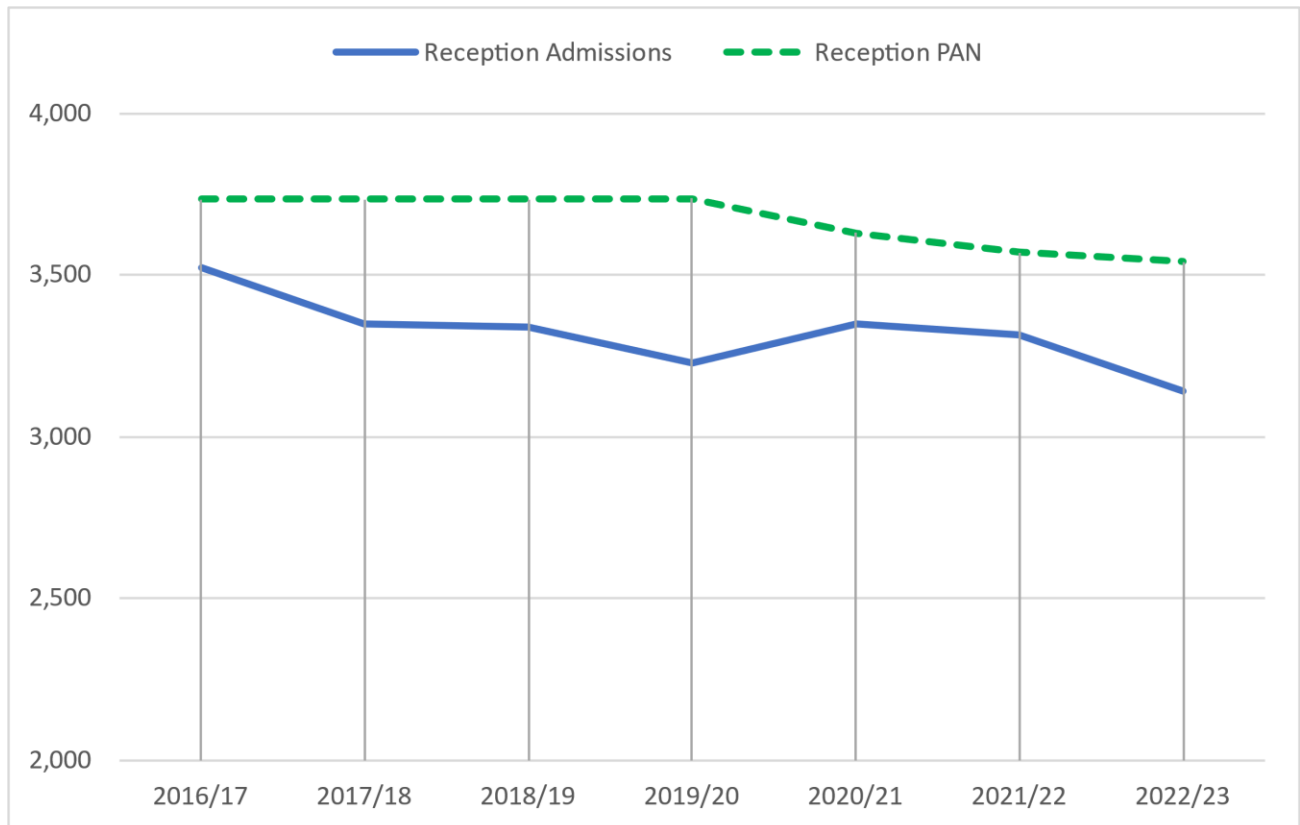
10. Reception and Primary School Rolls

As stated previously, the continued growth in the borough's general population is not translating into a need for additional primary school places. Following a significant drop to 3,230 in 2020, reception year rolls recovered to above 3,300 over the next two years. However, there was a further substantial drop of 5.3% in 2023 with 3,139 recorded for the reception year in the January census. This is the lowest reception year roll in the borough for over fifteen years and this trend is projected to continue over the medium term.

Table 7. Reception Roll Numbers 2016-2023

Reception Roll Numbers 2016-2023							
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Reception Rolls (Jan Census)	3,524	3,347	3,340	3,230	3,347	3,316	3,139

Fig. 12. LBTH Reception Pupil Numbers 2016-2023 and PAN⁵

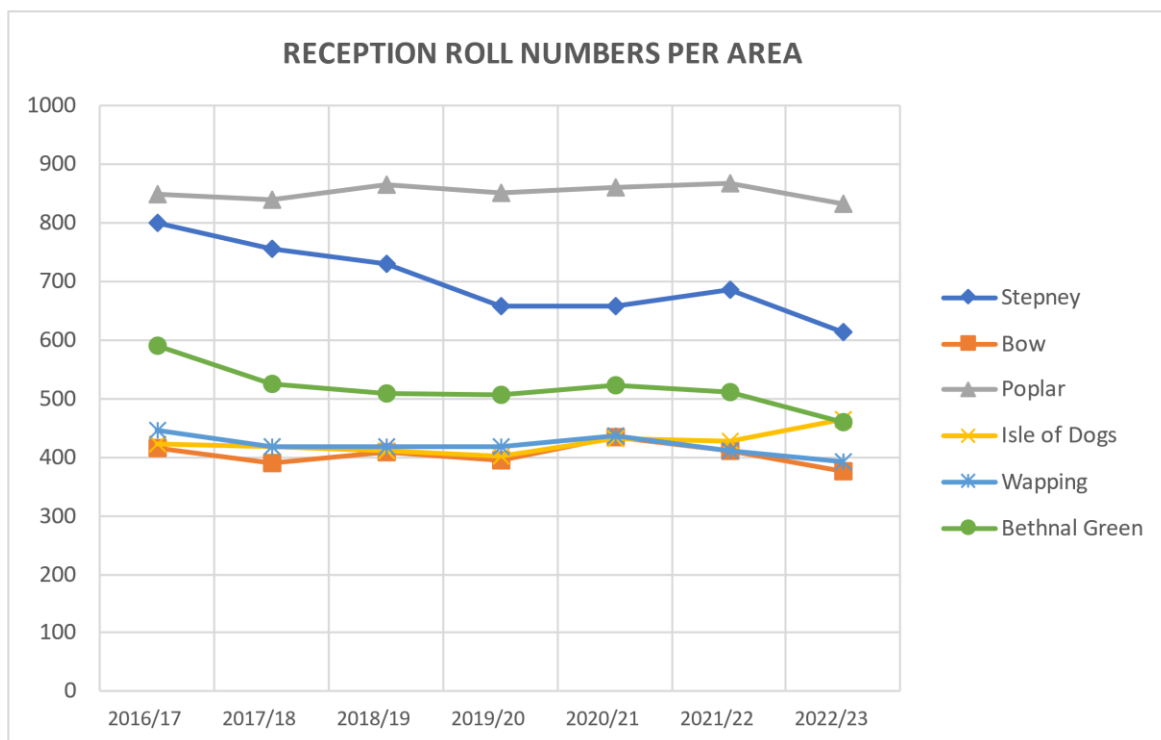


The decline in reception year rolls is no longer just affecting schools in areas west of the borough i.e. Stepney, Bethnal Green and Wapping. There was also a significant drop in the east, with both Poplar and Wapping seeing a fall in numbers equivalent to one form of entry. The following chart with the 2023 reception year rolls for each planning area shows that only the Isle of Dogs area saw an increase in numbers.

Table 8. Reception Roll Numbers by Planning Area (2016-2023)

Reception Roll Numbers per Area (2016-2023)							
Year	Stepney	Bow	Poplar	Isle of Dogs	Wapping	Bethnal Green	Total
2016/17	801	415	849	423	446	590	3,524
2017/18	755	389	841	419	417	526	3,347
2018/19	730	408	866	410	418	508	3,340
2019/20	659	394	852	402	417	506	3,230
2020/21	659	435	861	433	437	522	3,347
2021/22	685	410	869	428	412	512	3,316
2022/23	613	376	833	464	392	461	3,139

Fig. 13. Reception Roll Numbers by Planning Area



The table below shows the percentage of surplus reception year places by planning area for each of the past five years. Despite the LA and schools

managing to reduce this surplus to a sustainable level over the four year period up until 2022, it is now evident that it is, again, on the rise.

Table 9. Percentage of Surplus Reception Places by Planning Area

Percentage of Surplus Reception Places by Planning Area					
	2018/19	2019/20	2020/21	2021/22	2022/23
Stepney	6%	16%	11%	7%	14%
Bow	9%	12%	6%	6%	7%
Poplar	3%	4%	3%	2%	6%
Isle of Dogs	4%	9%	2%	3%	7%
Wapping	13%	9%	6%	5%	10%
Bethnal Green	23%	23%	17%	15%	23%

Looking at primary school rolls through the period from 2016 – 2023, it shows that schools in Stepney, Wapping and Bethnal Green have experienced a significant decline in pupil numbers. The Borough's primary school rolls have now dipped below 23,000 for the first time since 2013/14.

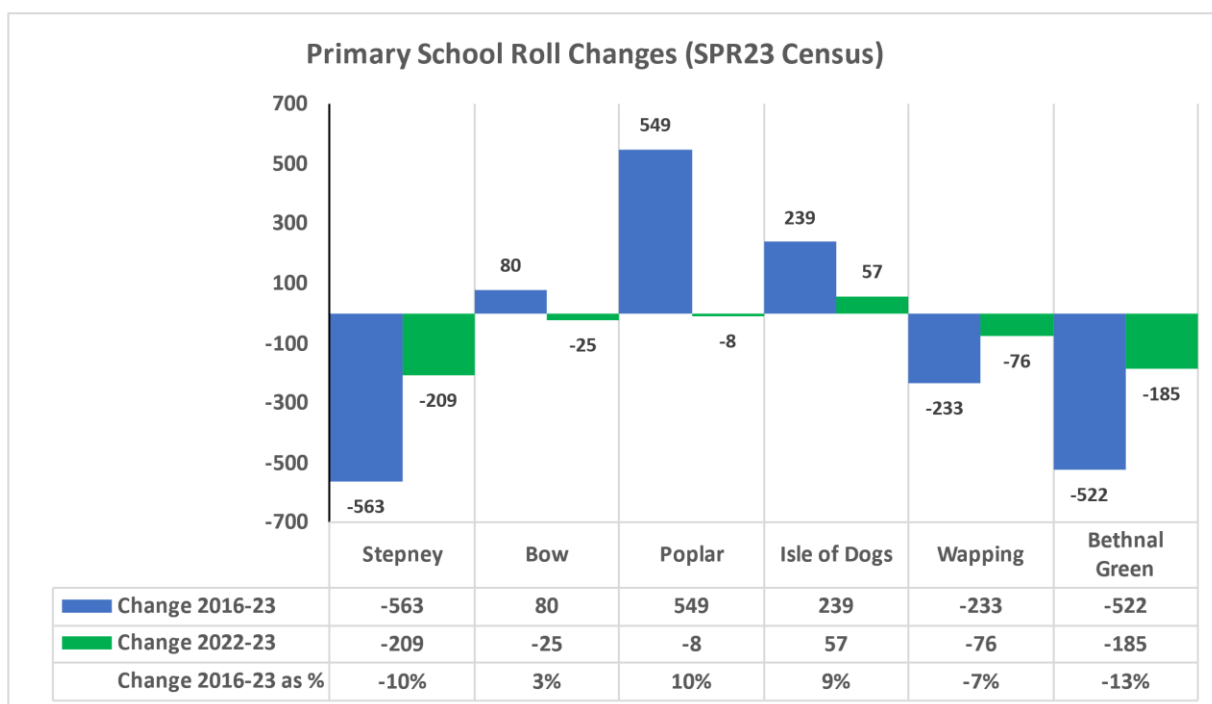
Table 10. Actual Primary School Rolls by Planning Area 2016 – 2023

Primary School Rolls by Planning Area 2016 – 2023									
Year	Stepney	Bow	Poplar	Isle of Dogs	Wapping	Bethnal Green	Total	+/-	%
2016/17	5,428	2,690	5,435	2,661	3,114	4,117	23,445	341	1.5%
2017/18	5,405	2,687	5,582	2,769	3,046	3,983	23,472	27	0.1%
2018/19	5,417	2,709	5,722	2,787	3,014	3,860	23,509	37	0.2%
2019/20	5,240	2,732	5,800	2,804	2,952	3,742	23,270	-239	-1.0%
2020/21	5,003	2,745	5,979	2,844	2,970	3,803	23,344	74	0.3%
2021/22	5,074	2,795	5,992	2,843	2,957	3,780	23,441	97	0.4%
2022/23	4,865	2,770	5,984	2,900	2,881	3,595	22,995	-446	-1.9%
								-450⁶	-1.92%⁷

⁶ The difference between the total numbers of primary school rolls in 2022/23 and 2016/17

⁷ The percentage of difference between the total numbers of primary school rolls in 2022/23 and 2016/17

Fig. 14 Primary School Roll Changes (Spring 2023 Census)



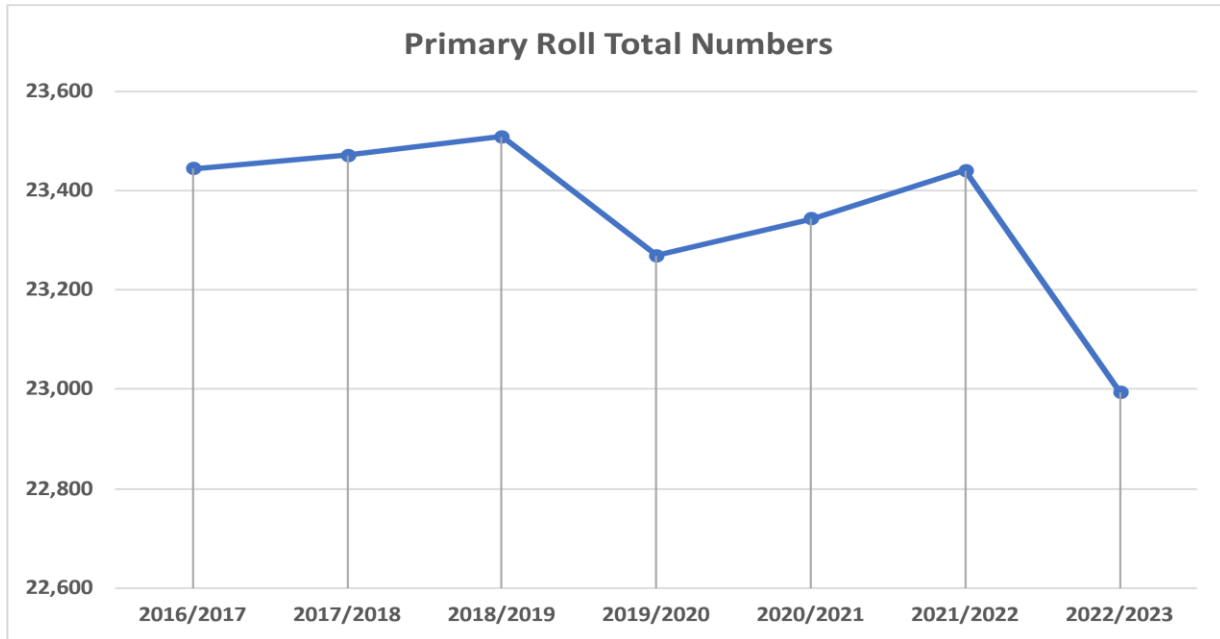
The table below shows the change to primary rolls from reception year to Year 6 over the past seven years.

Table 11. Primary Rolls by Year Group 2016-2023

Primary Rolls (R-Y6) 2016-2023										
Year	R	1	2	3	4	5	6	Total	+/-	%
2016/2017	3,524	3,409	3,410	3,312	3,361	3,230	3,199	23,445	341	1.48%
2017/2018	3,347	3,522	3,383	3,370	3,293	3,331	3,226	23,472	27	0.12%
2018/2019	3,340	3,339	3,507	3,345	3,346	3,308	3,324	23,509	37	0.16%
2019/2020	3,230	3,342	3,300	3,456	3,309	3,333	3,300	23,270	-239	-1.02%
2020/2021	3,349	3,234	3,335	3,317	3,450	3,321	3,338	23,344	74	0.31%
2021/2022	3,316	3,428	3,228	3,326	3,320	3,483	3,340	23,441	97	0.42%
2022/2023	3,139	3,319	3,399	3,144	3,266	3,290	3,438	22,995	-446	-1.90%
									-450	-1.92%

This is the trajectory of primary rolls over the same period. Up until 2018/19 primary school rolls had been on a consistent upward trend, but this is no longer the case.

Fig. 15. Primary Rolls (R-Y6) 2016-2023



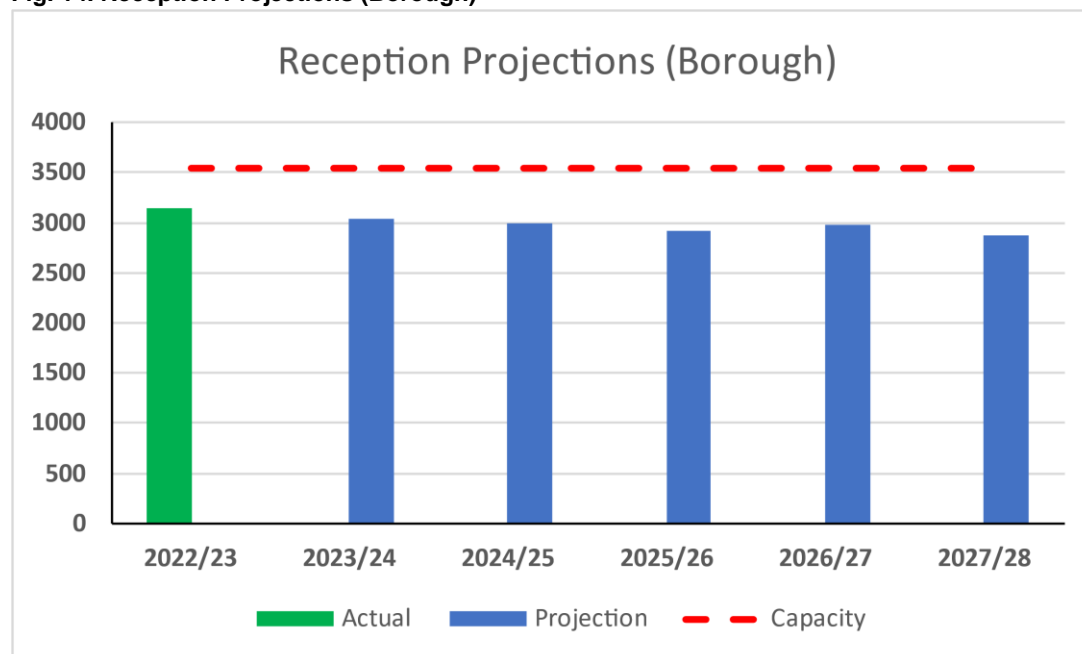
10.1. School Roll Projections for the Reception Year

For the school year (2022-2023) there was an overestimate in reception year numbers. The projected numbers for reception year were 3,297 compared to 3,139 (Jan 23 census), meaning that the borough's actual reception year school roll was 5% lower than projected. This caused the borough's overall reception year surplus to almost double, from 6% (Jan 2022 census) to 11% in January 2023.

Table 10. Reception Projections (Borough)

Reception Projections (Borough)							
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	
Actual	3,139						
Projection	3,297	3,040	2,999	2,913	2,980	2,876	
Capacity	3,541	3,541	3,541	3,541	3,541	3,541	
Variance	Pupils	402	501	542	628	561	665
	FE	13.4	16.7	18.1	20.9	18.7	22.2
	%	11%	14%	15%	18%	16%	19%

Fig. 14. Reception Projections (Borough)



11. Reception School Roll Projections by Planning Area

Below is a summary of the position in each of the borough's primary school planning areas.

11.1. Planning Area 1 (Stepney)

In January 2023 there were 97 unfilled places in Stepney, an increase on the 55 in January 2022. The latest round of pupil projections for Stepney indicates that the surplus will likely continue to increase over the next few years, reaching as high as 26% by January 2028. This situation will require the LA and school leaders to take further measures to reduce the surplus capacity in this Planning Area.

Table 11. Planning Area 1 – Stepney (INCLUDES BOTH BONNER SCHOOL SITES)

Planning Area 1 – Stepney (INCLUDES BOTH BONNER SCHOOL SITES)							
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	
Actual	613						
Projection	663	590	586	550	548	522	
Capacity	710	710	710	710	710	710	
Variance	Pupils	97	120	124	160	162	188
	FE	3.2	4.0	4.1	5.3	5.4	6.3
	%	14%	17%	17%	23%	23%	26%

Fig. 15. Planning Area 1 – Stepney Reception Projections

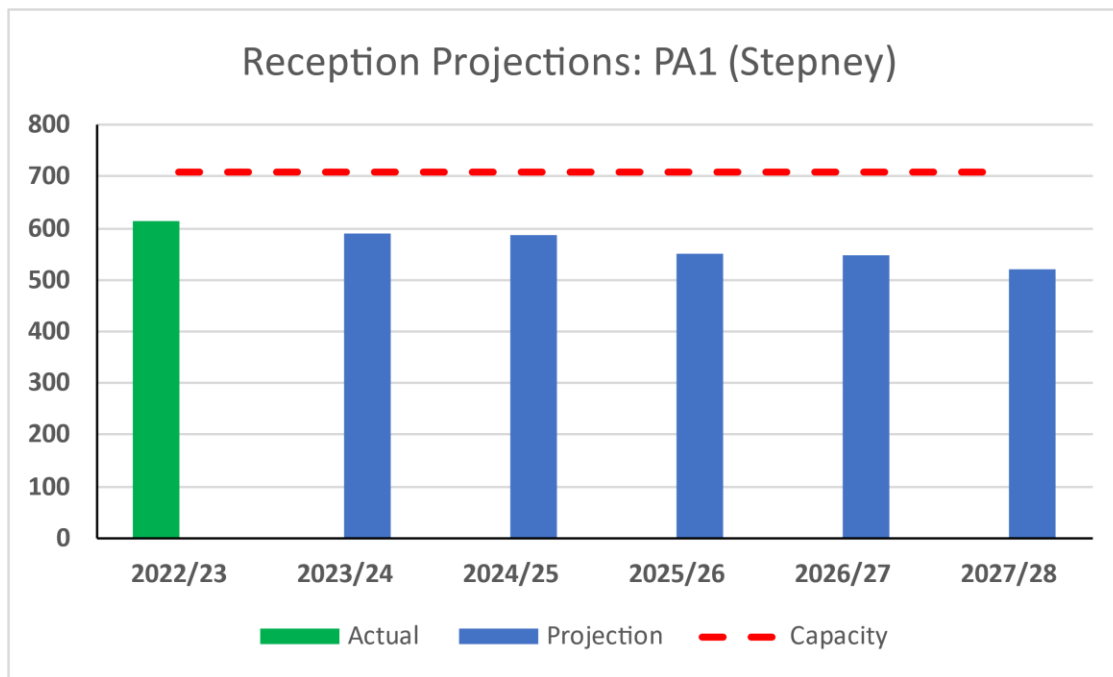
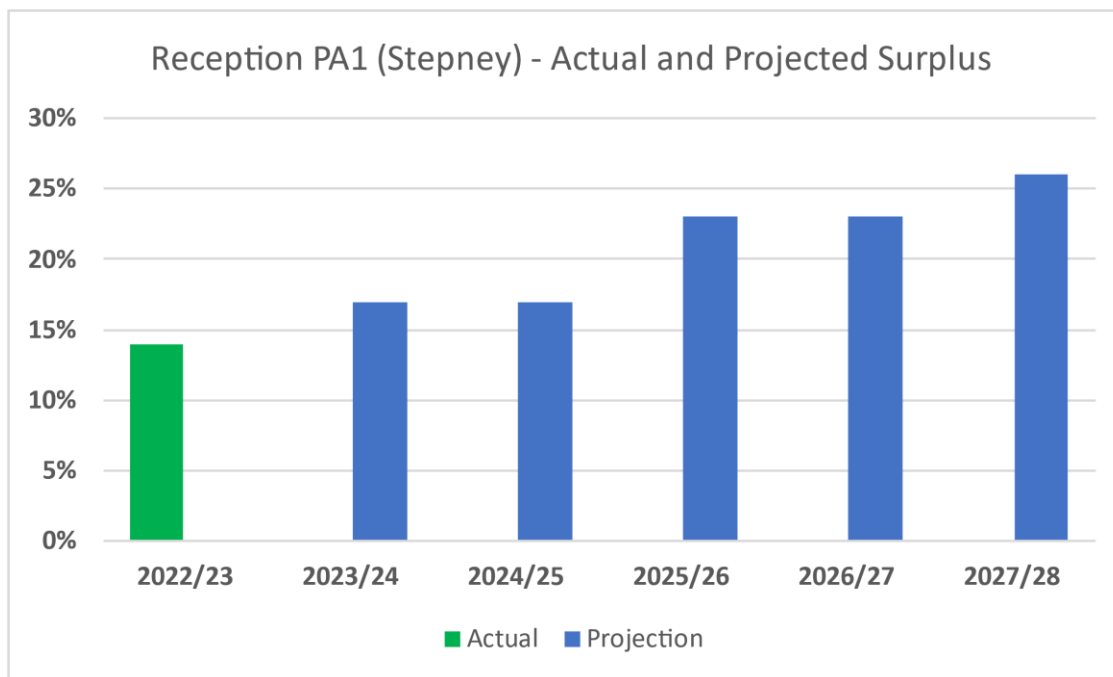


Fig. 16. Planning Area 1 – Stepney Projected Reception Surplus



11.2. Planning Area 2 (Bow)

There were 405 reception year places available in the Bow catchment area for 2022/23 academic year, due to a 1FE PAN reduction from the 435 places in the previous year. In January 2023 there were 29 unfilled reception year places, but with pupil numbers projected to decrease over the next five years the surplus is projected to reach 20% by January 2028. Again, it will be necessary for the LA and school leaders to take measures to reduce the capacity for the schools in this planning area.

Table 12 Planning Area 2 – Bow

Planning Area 2 - Bow							
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	
Actual	376						
Projection	394	348	348	333	342	324	
Capacity	405	405	405	405	405	405	
Variance	Pupils	29	57	57	72	63	81
	FE	0.9	1.9	1.9	2.4	2.1	2.7
	%	7%	14%	14%	18%	16%	20%

Fig. 17. Planning Area 2– Bow Reception Projections

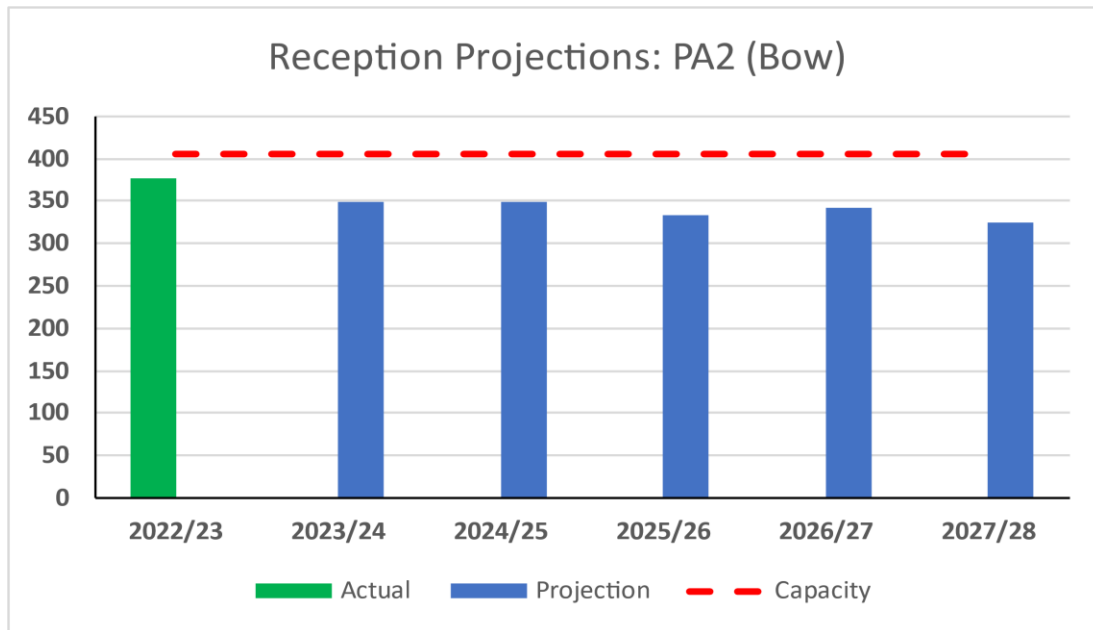
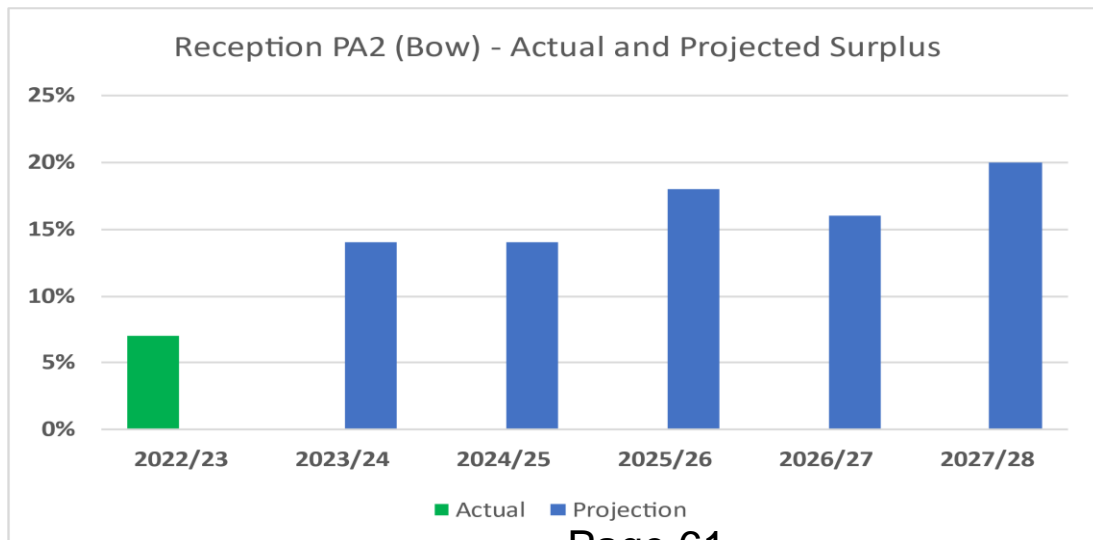


Fig. 18. Planning Area 2 - Bow Projected Reception Surplus



11.3. Planning Area 3 (Poplar)

There are currently 890 reception year places in the Poplar area. In January 2023, 57 places were unfilled. Previous projections indicated that numbers would increase to above 900 by January 2024, in line with the large-scale housing development in Poplar. However, both the 2022 and this latest (2023) round of projections show that numbers in Poplar are declining and will continue to do so over the medium term. This has resulted in the LA delaying its plans to increase capacity at one of the primary schools in this area. However, it remains to be seen whether the Council's plans to significantly increase the volume of social and affordable housing in Poplar will halt this projected decline in pupil numbers.

Table 13 Planning Area 3 – Poplar

Planning Area 3 – Poplar							
		2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Actual		833					
Projection		865	816	805	797	812	788
Capacity		890	890	890	890	890	890
Variance	Pupils	57	74	85	93	78	102
	FE	1.9	2.5	2.8	3.1	2.6	3.4
	%	6%	8%	10%	10%	9%	11%

Fig. 19. Planning Area 3 – Poplar Reception Projections

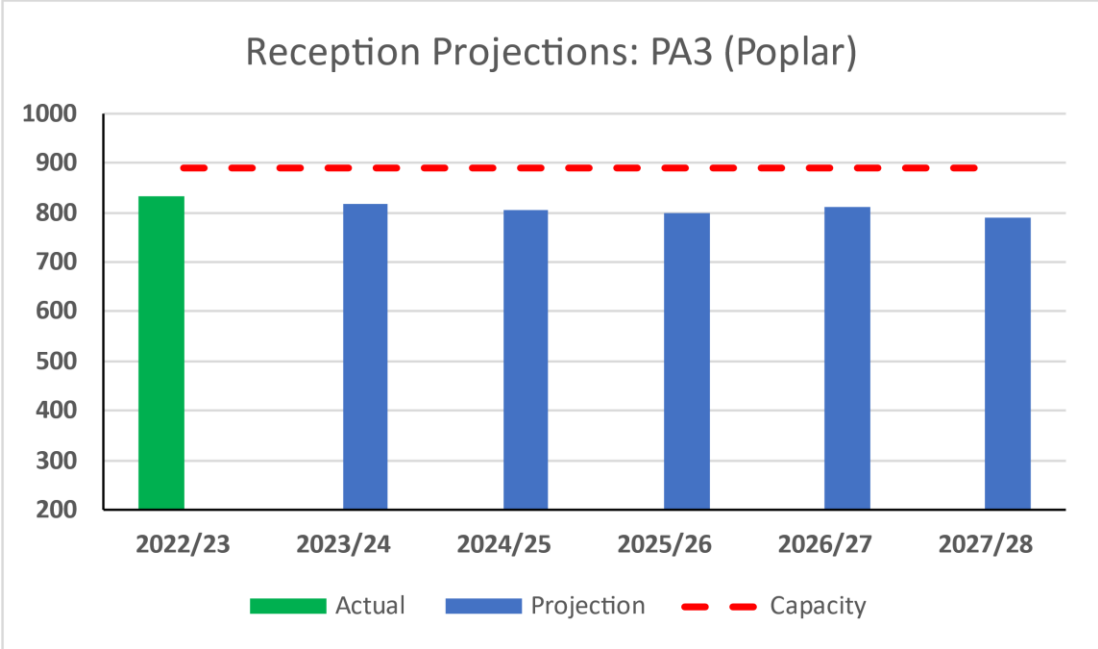
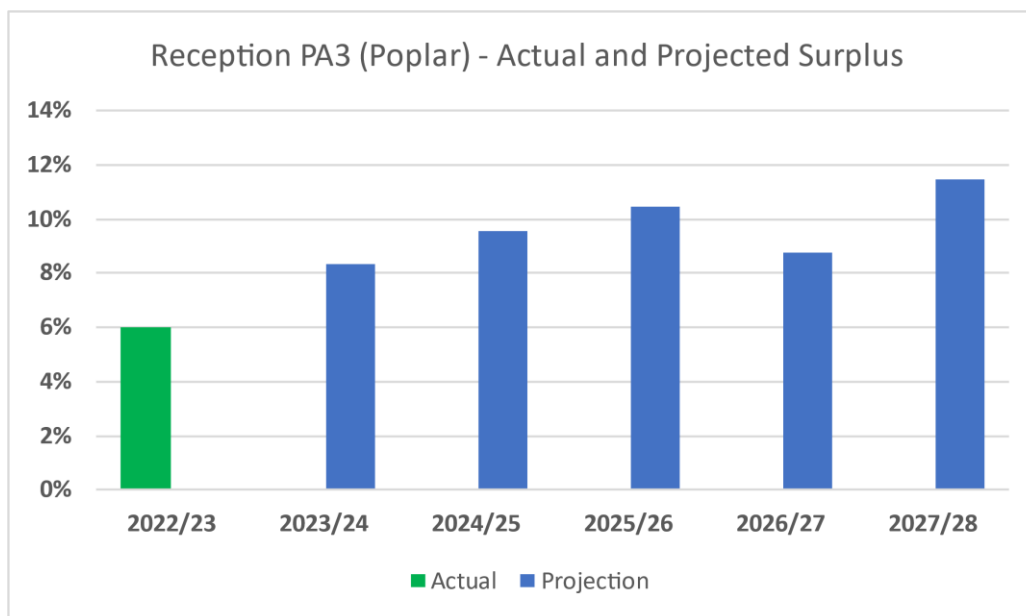


Fig. 20. Planning Area 3 - Poplar Projected Reception Surpluses



11.4. Planning Area 4 (Isle of Dogs)

Last year saw an increase in the demand for reception year places in the Isle of Dogs with 18 more children than previously projected. This is perhaps an indication that the new housing development in this area is beginning to yield pupils at the rate previously anticipated. As the Isle of Dogs is the planning area with the highest density of new housing development the LA expects to see a growth in pupil numbers over the longer period. At the moment the projections indicate that, in the medium term, demand will remain within the current PAN capacity (501). The number of pupil places in the Isle of Dogs was increased in 2022, following the opening of a new primary school at Wood Wharf. The LA has also earmarked a number of new school developments sites in this planning area, should they be required in future.

Table 14 Planning Area 4 - Isle of Dogs

Planning Area 4 - Isle of Dogs							
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	
Actual	464						
Projection	446	457	454	452	474	470	
Capacity	501	501	501	501	501	501	
Variance	Pupils	37	44	47	49	27	31
	FE	1.2	1.5	1.6	1.6	0.9	1.0
	%	7%	9%	9%	10%	5%	6%

Fig. 21. Planning Area 4 - Isle of Dogs Reception Projections

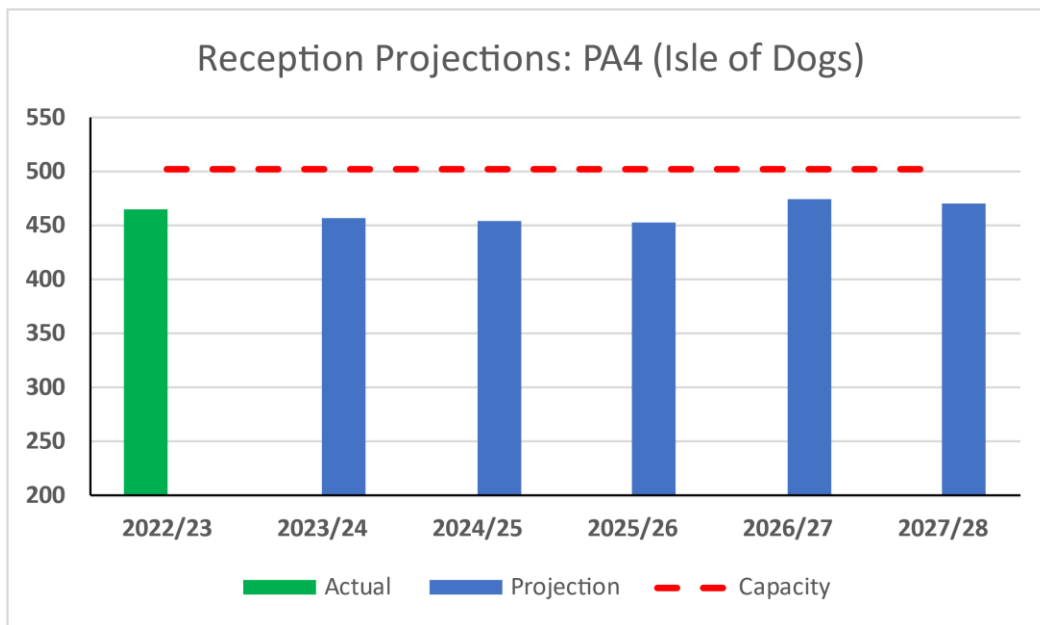
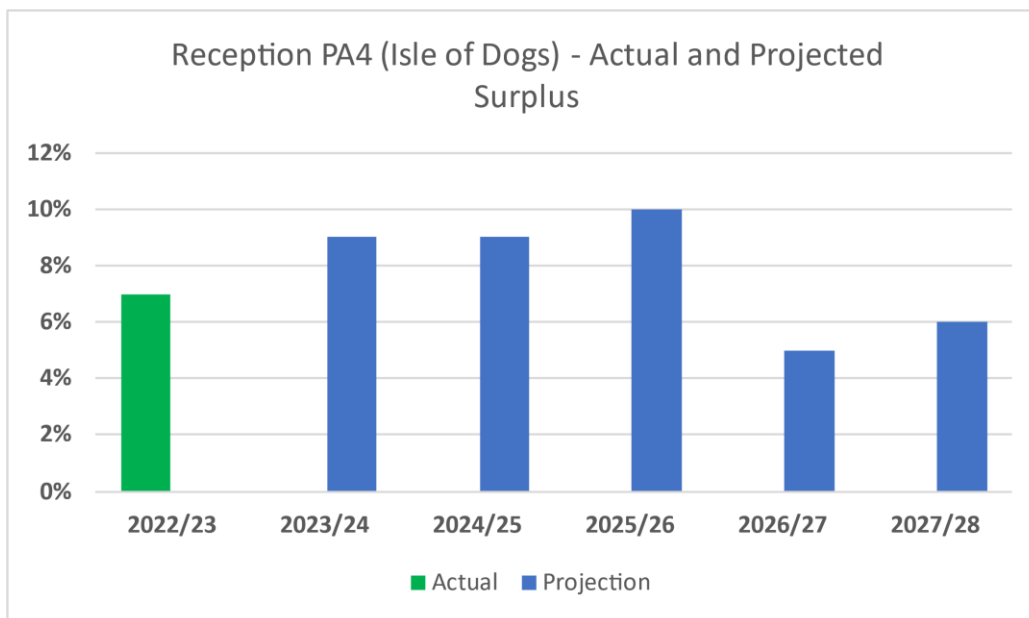


Fig. 22. Planning Area 4 - Isle of Dogs Projected Reception Surpluses



11.5. Planning Area 5 (Wapping)

There are 435 reception year places available in the Wapping catchment area, with 43 unfilled places in January 2023. The numbers for children in Wapping is currently projected to reduce over time, with the potential for an 18% surplus by January 2028. However, it should be noted that Wapping is an area with high levels of planned new housing development, with a significant number earmarked for social and affordable family housing. The LA will remain cautious to see how the roll out and occupation of this new housing in Wapping will positively impact pupil numbers in this area going forward.

Table 15 Planning Area 5 - Wapping

Planning Area 5 – Wapping		2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
Actual		392					
Projection		418	381	379	356	370	355
Capacity		435	435	435	435	435	435
Variance	Pupils	43	54	56	79	65	80
	FE	1.4	1.8	1.9	2.6	2.2	2.7
	%	10%	12%	13%	18%	15%	18%

Fig. 23. Planning Area 5 – Wapping Reception Projections

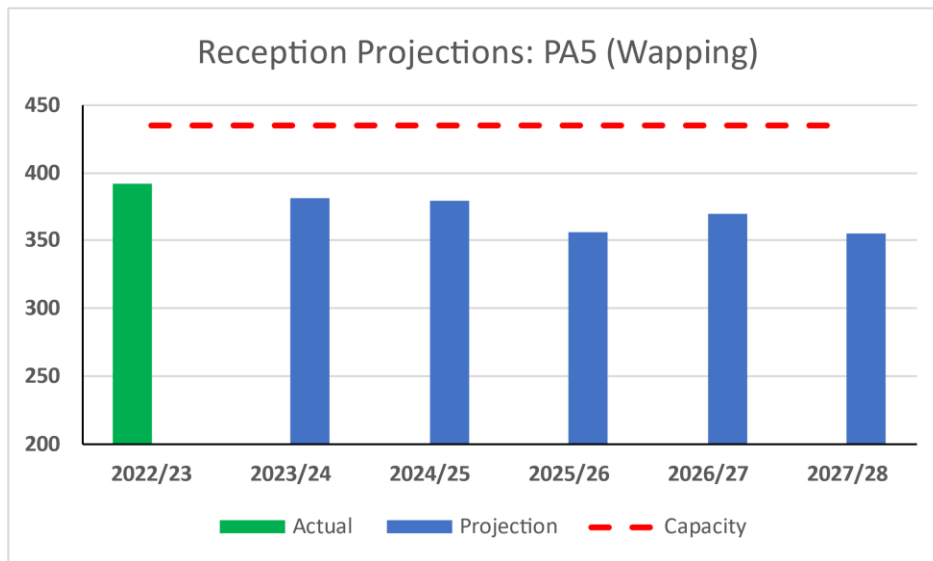
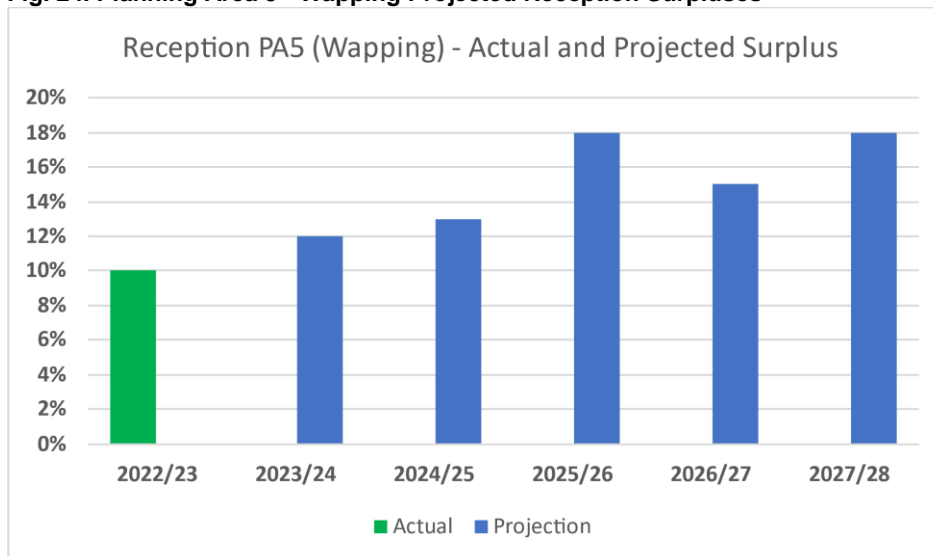


Fig. 24. Planning Area 5 - Wapping Projected Reception Surpluses



11.6. Planning Area 6 (Bethnal Green)

In January 2023 there were 139 unfilled places in Bethnal Green, an increase from the 88 unfilled places in January 2022. The number of reception year pupils in Bethnal Green is projected to further decrease over the next five years, with the surplus capacity exceeding 30% by January 2028. Most of the housing development in this area is already in delivery and any uplift in pupil numbers is unlikely to significantly reduce the surplus going forward.

The LA, school leaders and diocesan board have previously taken extensive measures to reduce surplus capacity in this area. However, it will be necessary to take further measures to reduce this newly emerging surplus as it is very unlikely it can be sustained over the longer term.

Table 16 Planning Area 6 – Bethnal Green

Planning Area 6 – Bethnal Green		2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
Actual		461					
Projection		511	448	426	424	435	417
Capacity		600	600	600	600	600	600
Variance	Pupils	139	152	174	176	165	183
	FE	4.6	5.1	5.8	5.9	5.5	6.1
	%	23%	25%	29%	29%	28%	31%

Fig. 27. Planning Area 6 – Bethnal Green Reception Projections

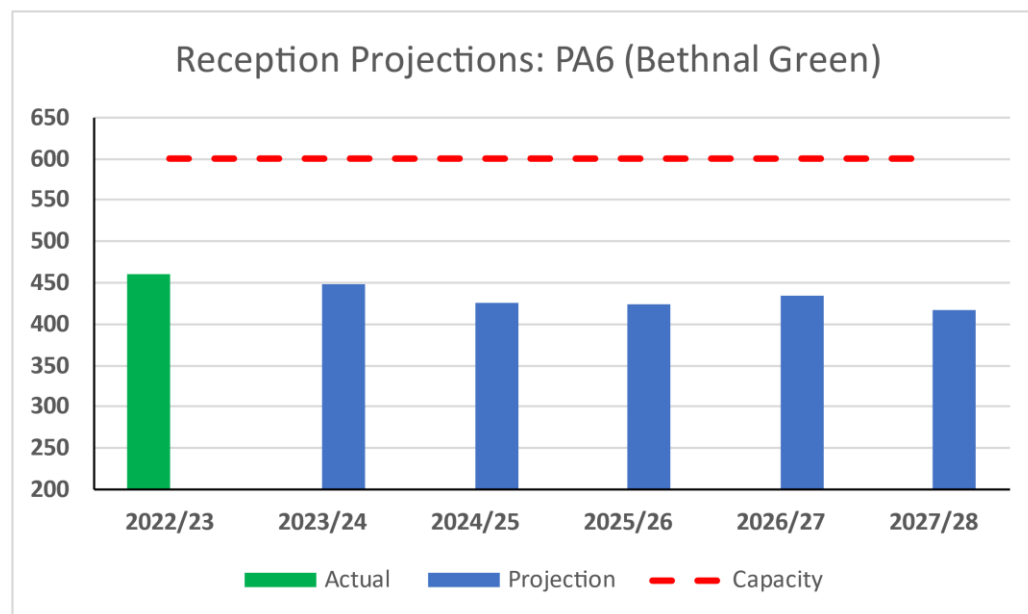
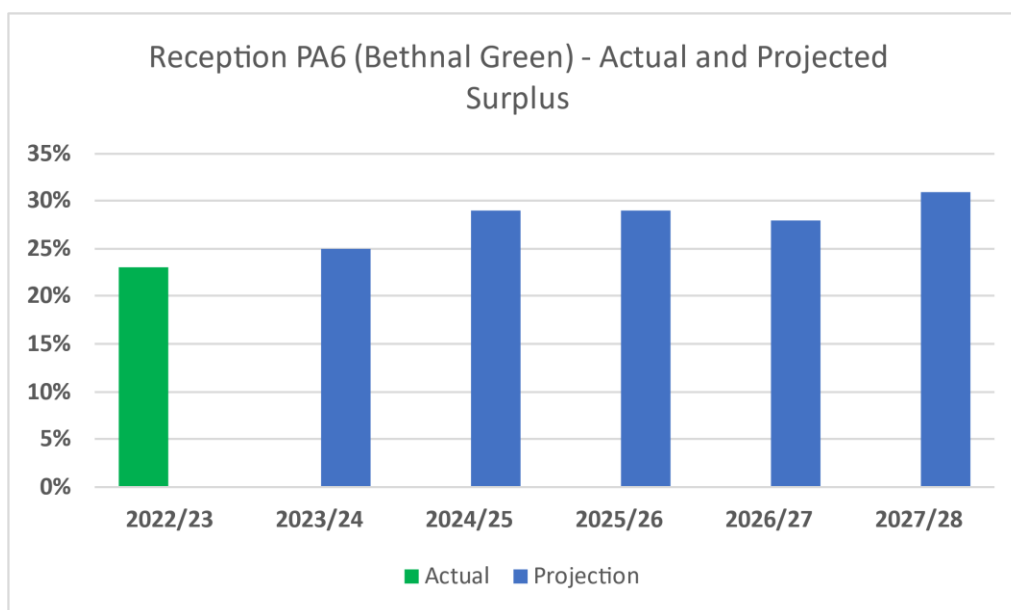


Fig. 25. Planning Area 6 - Bethnal Green Projected Reception Surpluses



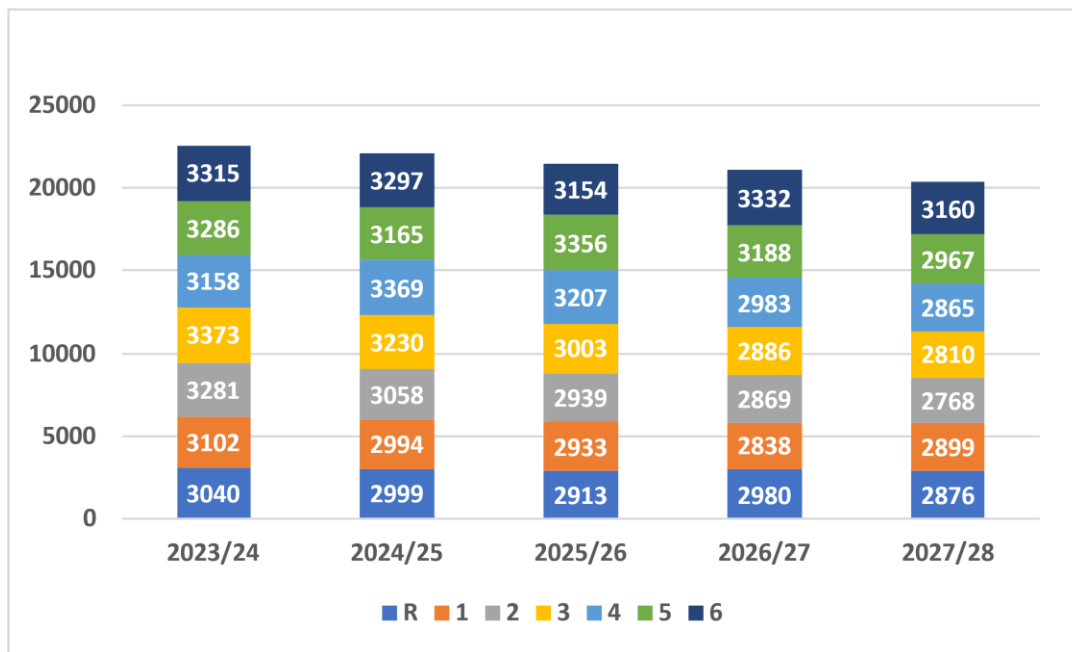
12. Total Primary School Roll Projections

The table below with projections for each National Curriculum Year (NCY), show each cohort as it moves through the primary phase. Cohort sizes are projected to get smaller, as the classes enter a new NCY. The total primary number is therefore expected to reduce to 20,345 by January 2028, as we realise the effects of the further decline in the birth rate along with negative net migration and the full impact of the lower pupil yield from new housing development. This will be a significant challenge for the LA and school leaders, given the correlation between pupil numbers, school funding and the ability to sustain high quality of education.

Table 17. Primary Rolls Projections by NCY

Primary Rolls (R-Y6) projections 2023-2028								
Year	R	1	2	3	4	5	6	Total
2023/24	3040	3102	3281	3373	3158	3286	3315	22555
2024/25	2999	2994	3058	3230	3369	3165	3297	22112
2025/26	2913	2933	2939	3003	3207	3356	3154	21505
2026/27	2980	2838	2869	2886	2983	3188	3332	21076
2027/28	2876	2899	2768	2810	2865	2967	3160	20345

Fig. 26. Primary Rolls Projections by NCY



13. Secondary Rolls and Year 7 Projections

The demand for secondary school provision is assessed and planned for on a borough wide basis.

13.1. Historic Secondary School Rolls

Secondary rolls (Y7 -Y11) have increased year on year since 2016/17 with an overall 8.8% growth.

Table 18. Secondary Rolls (Y7-Y11) 2016-2023

Secondary Rolls (Y7-Y11) 2016-2023								
Year	7	8	9	10	11	Total	+/-	%
2016/2017	2,838	2,937	2,824	2,681	2,540	13,820	220	1.6%
2017/2018	2,952	2,869	2,929	2,818	2,625	14,193	373	2.7%
2018/2019	2,908	2,978	2,906	2,933	2,762	14,487	294	2.0%
2019/2020	3,007	2,902	2,954	2,846	2,856	14,565	78	0.5%
2020/2021	2,974	3,051	2,927	2,965	2,816	14,733	168	1.1%
2021/2022	2,919	2,963	3,103	2,978	2,940	14,903	144	0.9%
2022/2023	2,904	2,951	3,003	3,147	3,033	15,038	135	0.9%
							1,218	8.8%

Fig. 32. Growth Trajectory of Secondary School Rolls from 2016 – 2023 by Year Group

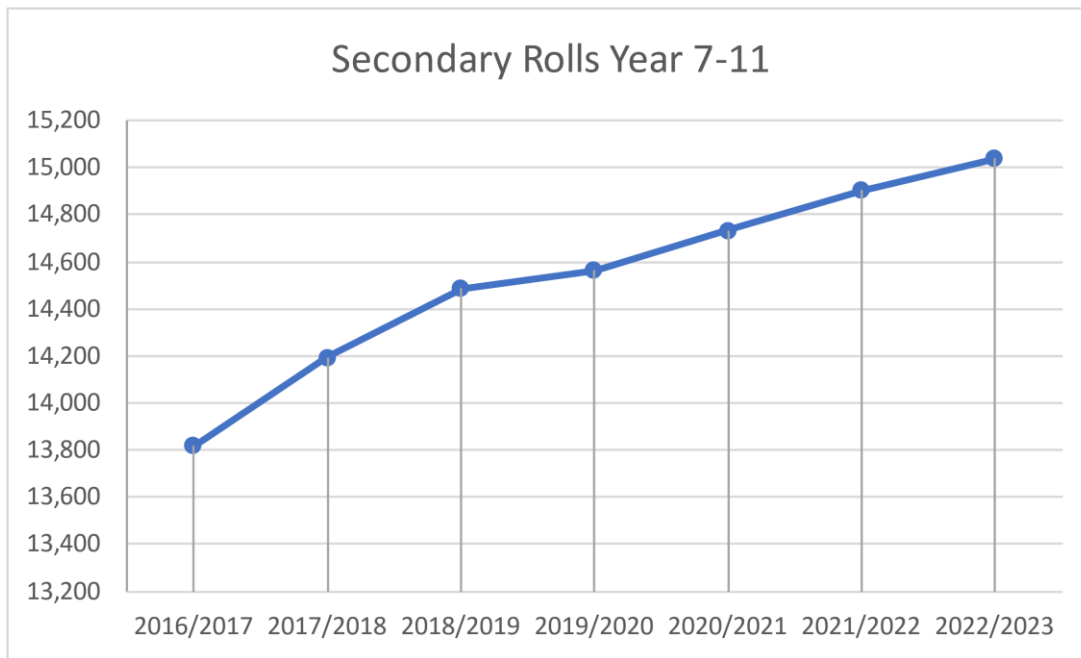
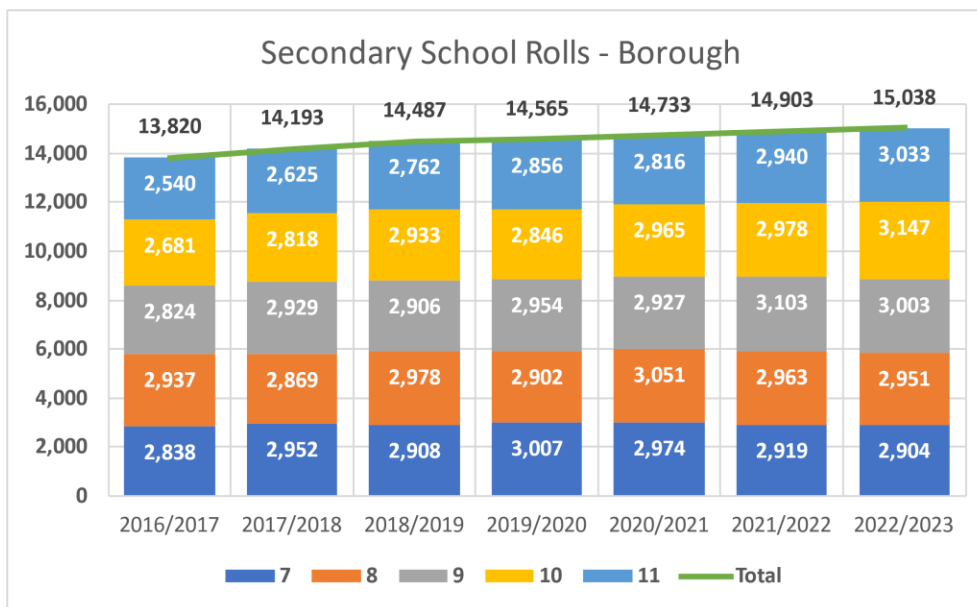


Fig. 33. Growth Trajectory of Secondary School Rolls from 2016 – 2023 by Year Group



Secondary growth is projected to peak in 2023/24, before the decline in primary rolls begin to impact on secondary schools with Year 7 rolls expected to level out, despite the continued levels of positive net migration in this phase.

13.2. School Roll Projections for Year 7

This report specifically looks at future demand at the point of entry in Year 7. Secondary projections indicate that the current growth trend will end in 2023/24, where Year 7 pupil numbers are projected to reach 3,059 before decreasing over the next four year period.

When assessing the need for school places, there is an expectation that the LA includes a level of planned surplus to enable a reasonable degree of parental preference and to allow for unforeseen rises in the pupil population, mainly due to the continued positive net migration at secondary.

It is also important to consider the inter-year volatility in the popularity of Tower Hamlets secondary schools. This is an important factor that cannot be accurately projected for, given that it rests on parental/child preferences, changes in Ofsted ratings, parental perception and other factors not linked to demography, migration and birth rates.

The latest secondary school 'capacity' figures take account of the confirmed opening of the new school at London Dock in September 2024. The additional places provided by this 6FE school will remove the risk of any shortfall in 2024. The delay with the new school opening in September 2023, resulted in the LA needing to quickly put in place a number of Year 7 'bulge' classes at existing secondary schools, to ensure that there was sufficiency across the borough. These bulge classes will continue through to the end of Year 11 ensuring that there is enough capacity as this cohort moves through.

The LA can also be reasonably confident that the planned capacity for Year 7 entry from September 2024 onwards will provide sufficient secondary school places for children in Tower Hamlets. A further two secondary school sites have previously been earmarked for development in the borough. However, in view of the current capacity and projected numbers there are no current plans to take these sites forward for development.

Table 19. Year 7 Pupil Projections

Year 7 Pupil Projections							
		2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
Actual		2,904					
Projection		2,922	3059	2944	2853	2865	2889
Capacity		3,083	3,083	3,263*	3,263	3,263	3,263
Variance	Pupils	179	24	319	410	398	374
	FE	6.0	0.8	10.6	13.7	13.3	12.5
	%	6%	1%	10%	13%	12%	11%

* The opening of the new 6FE Mulberry Academy London Dock School in September 2024.

Fig. 34. Actual and Projected Year 7 Rolls

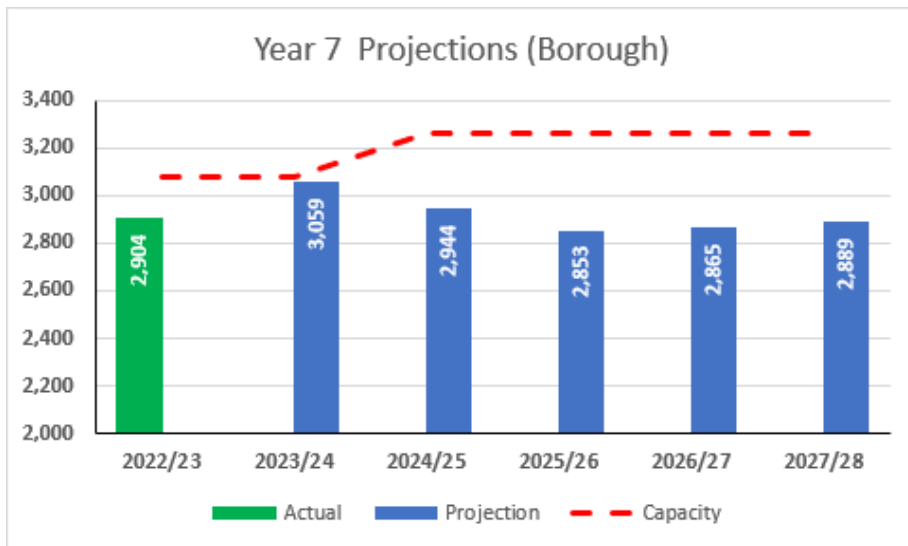


Fig. 35. Year 7 Surpluses

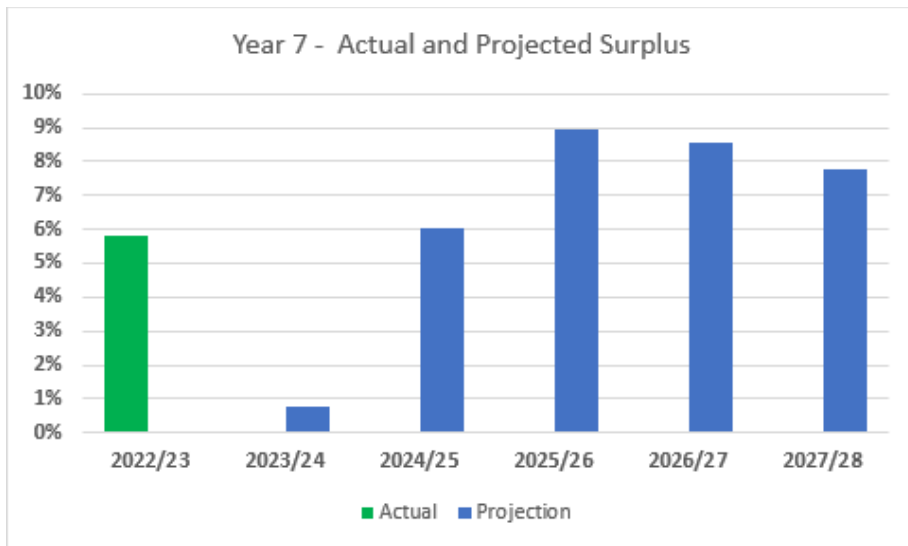
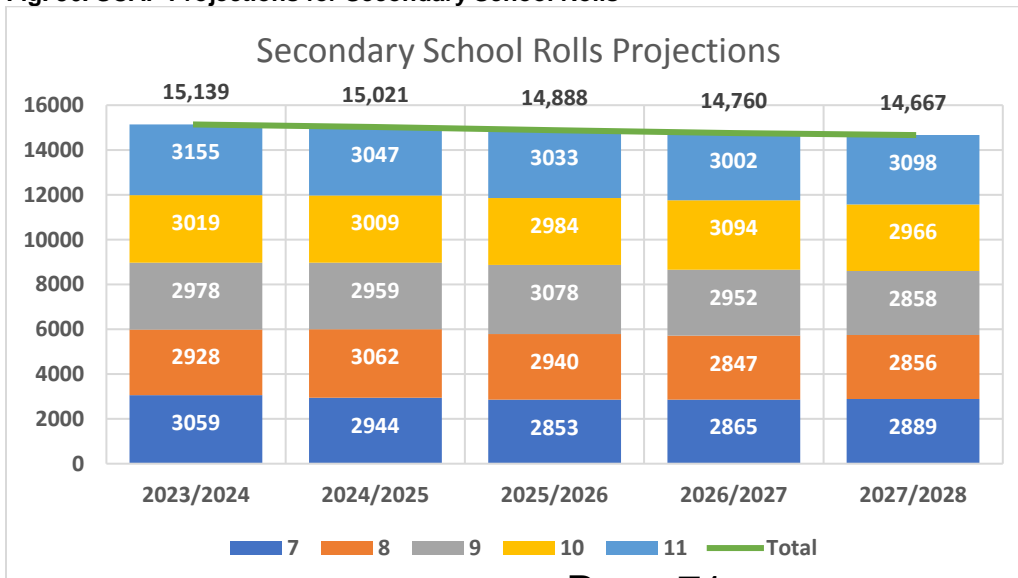


Fig. 36. SCAP Projections for Secondary School Rolls



14. Post 16 School Rolls, Capacity and Projections

Following the amalgamation of Bishop Challoner’s Girls and Boys Schools there are currently 14 Secondary Schools with 6th Forms in Tower Hamlets.

Table 20. Secondary Schools in Tower Hamlets

Secondary Schools			
	Secondary (11-16)	Secondary (11-19)	UTC (14-19)
Community/Voluntary Controlled	0	6	0
Voluntary Aided	0	3	0
Academy/Free School	3	4	1
Foundation	0	0	0
Total	3	13	1

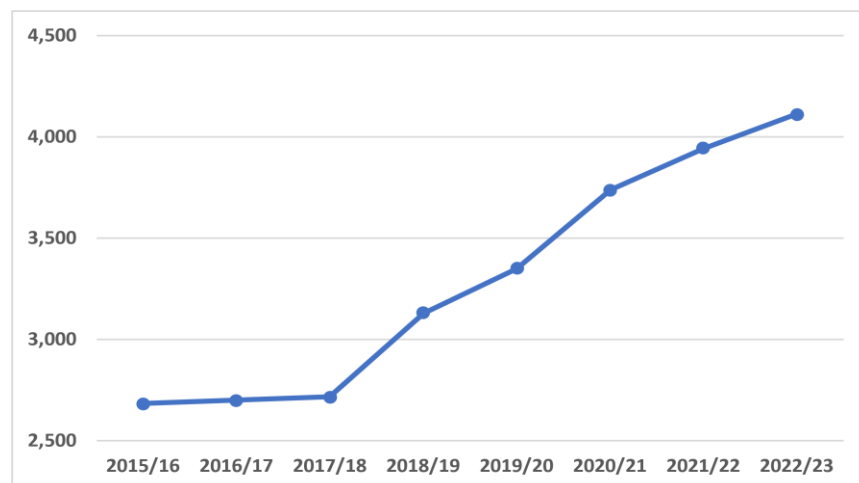
14.1. Historic Post 16 School Rolls

In common with the increase in the 11 to 16 pupil population we have seen a significant increase in Post 16 rolls. They increased from 2,682 to 4,110, between January 2016 and January 2023, as individual schools opened new 6th Forms or expanded/developed their existing 6th Form provision.

Table 21. Post 16 Roll Numbers LBTH Secondary Schools

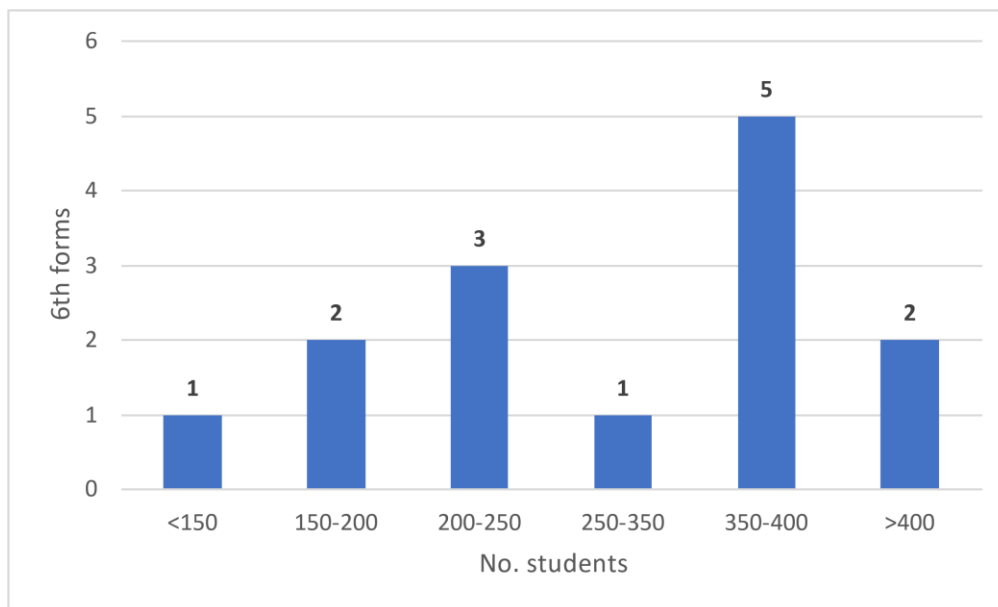
Post 16 Roll Numbers LBTH Secondary Schools								
	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Post 16 Roll Numbers (2022 Census)	2,682	2,696	2,715	3,130	3,348	3,737	3,942	4,110

Fig. 37. Post 16 Rolls Growth 2015 – 2023



There is significant variance in 6th Form size. The chart below shows the number of 6th Forms by size. The 6th Form size in 11 of the 14 schools is above 200 students. Of the remaining three 6th Forms, two have fewer than 200 students, with one with less than 150 students.

Fig. 38. Tower Hamlets School 6th Forms by size



The DfE recommends for schools to have 6th Forms of at least 200 students and, either directly or through partnership, offer a minimum of 15 A level subjects. However, it is recognised that small school 6th Forms can still provide access to a broad range of courses to meet students' interests or an identified need.

14.2. School Roll Projections for Post 16

They were 4,110 Post 16 students recorded in the January 2023 census an increase of 168 students on the previous year. The latest round of projections estimate that 6th Form student numbers will reach 4,270 by January 2028.

The Borough's current 6th Form capacity is now at 4,750, but it will be increasing as recently opened 11-19 secondary schools⁸ have their first 6th Form intakes at relevant points in the future, and existing schools expand their 6th Form provision in response to their increasing rolls through Y7 – Y11⁹.

With these increases it is evident there is already sufficient 6th Form provision going forward for the borough. Therefore, plans or proposals to add further post-16 provision will only be taken forward if it can be demonstrated that they will address a genuine need to improve the overall quality and diversity of educational provision in the area.

⁸ Canary Wharf College (2026/27) and Mulberry London Girls (2029/30)

⁹ St Paul's Way Trust (TBD) and Central Foundation Girls (2025/26)

Table 22. Post 16 Pupil Projections: Borough Secondary Schools

Post 16 Pupil Projections: Borough Secondary Schools							
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	
Actual	4,110						
Projection	3,912	4087	4197	4232	4277	4270	
Capacity	4,750	4,750	4,750	4,850	5,150	5,150	
Variance	Pupils	640	663	553	618	873	880
	FE	21.3	22.1	18.4	20.6	29.1	29.3
	%	14%	14%	12%	13%	17%	17%

Fig. 39. Post 16 Projections: Borough Secondary Schools

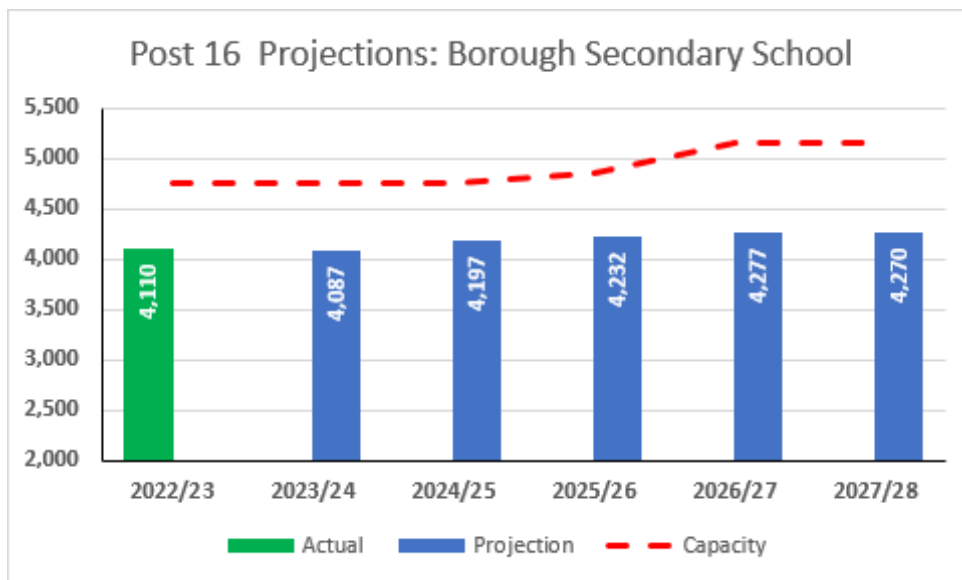
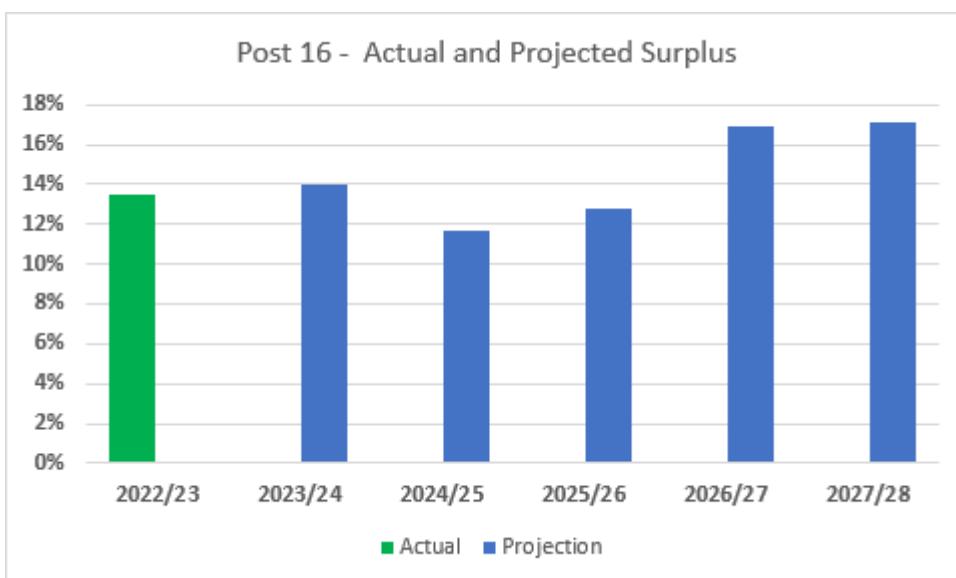


Fig. 40. Post 16 Surpluses



15. Pan London Context

Tower Hamlets is by no means an outlier compared to the rest of London. The initial results from the most recent London Councils 'School Capacity Survey' found that most London boroughs projected a significant decline in reception year pupil numbers. On average, London boroughs are projected to see a 3.9% decrease in reception year numbers by 2027/28 and a 5.9% decrease by 2028/29.

The majority of London Boroughs are also projected to see a decline in Year 7 pupil numbers with a decrease of 5.9% by 2028/29.

London Councils give the reasons behind the downturn in numbers as a decline in birth rates, shifts in the local child population since the right of entry and freedom of movement has been withdrawn from EU nationals, and the continuing fallout from the Covid-19 pandemic with families leaving London.

16. Conclusion

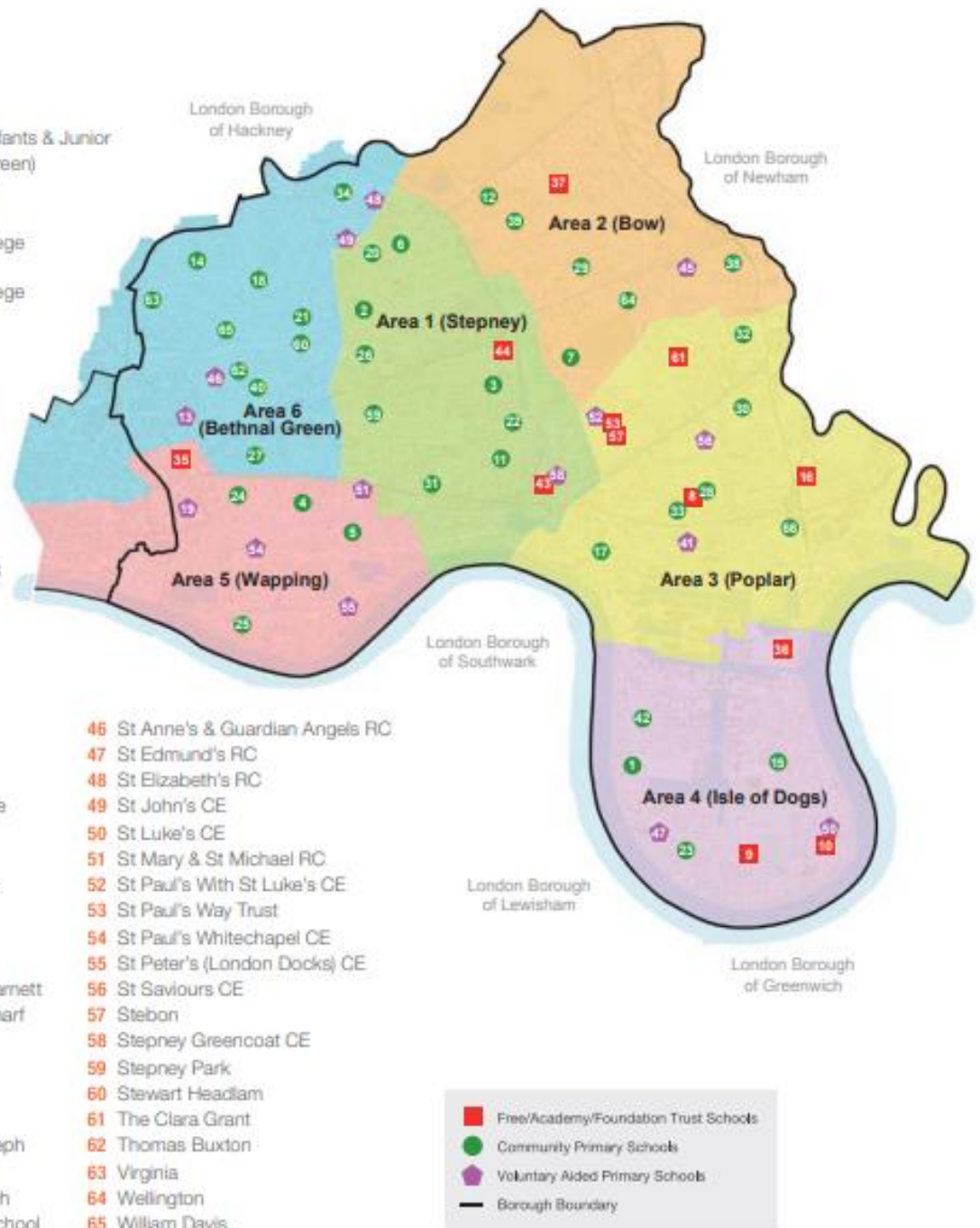
These school roll projections are based on current GLA analysis. It is recognised there is always some level of uncertainty around this type of evaluation, but it is evident from previous iterations that this information has proven a reliable basis to inform school organisation activities and their decision making.

The LA and its school leadership will continue to meet the challenge of falling school rolls, should they continue to materialise, including exploring ways to make surplus places in primary school sustainable. This will be undertaken as part the LA's School Organisation and Capital Investment Strategy. The strategy sets out the key principles and direction that the LA is taking to meet its statutory duty to provide suitable, sufficient and sustainable school places and is overseen by the School Organisation Stakeholders Group (SOSG). This group consists of representatives from all of the key stakeholders, including LA maintained schools, academy trust leaders and the relevant diocesan bodies. It monitors activities across early years, 4 - 16, Post 16 and SEND and reviews the overall strategic development in the context of the LA's statutory duties. The SOSG also advises the LA on options for school organisation, place planning and education capital investment.

Appendix 1 - LBTH Primary School Planning Areas

- 1 Arnhem Wharf
- 2 Bangabandhu
- 3 Ben Jonson
- 4 Bigland Green
- 5 Blue Gate Fields Infants & Junior
- 6 Bonner (Bethnal Green)
- 7 Bonner (Mile End)
- 8 Bygrove
- 9 Canary Wharf College East Ferry
- 10 Canary Wharf College Glenworth
- 11 Cayley
- 12 Chisenhale
- 13 Christ Church CE
- 14 Columbia
- 15 Cubitt Town
- 16 Culloden
- 17 Cyril Jackson
- 18 Elizabeth Selby & Lawdale Junior
- 19 English Martyrs RC
- 20 Globe
- 21 Hague
- 22 Halley
- 23 Harbinger
- 24 Harry Gosling
- 25 Hermitage
- 26 John Scurr
- 27 Kobi Nazrul
- 28 Lansbury Lawrence
- 29 Malmesbury
- 30 Manorfield
- 31 Marion Richardson
- 32 Marnier
- 33 Mayflower
- 34 Mowlem
- 35 Mulberry Canon Barnett
- 36 Mulberry Wood Wharf
- 37 Old Ford
- 38 Old Palace
- 39 Olga
- 40 Osmani
- 41 Our Lady & St Joseph
- 42 Seven Mills
- 43 Sir William Burrough
- 44 Solebay Primary School
- 45 St Agnes RC

- 46 St Anne's & Guardian Angels RC
- 47 St Edmund's RC
- 48 St Elizabeth's RC
- 49 St John's CE
- 50 St Luke's CE
- 51 St Mary & St Michael RC
- 52 St Paul's With St Luke's CE
- 53 St Paul's Way Trust
- 54 St Paul's Whitechapel CE
- 55 St Peter's (London Docks) CE
- 56 St Saviours CE
- 57 Stebon
- 58 Stepney Greencoat CE
- 59 Stepney Park
- 60 Stewart Headlam
- 61 The Clara Grant
- 62 Thomas Buxton
- 63 Virginia
- 64 Wellington
- 65 William Davis
- 66 Woolmore



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Tower Hamlets LA SEND Sufficiency Review

November 2023

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Executive Summary:

Tower Hamlets is proud of being an inclusive Local Area where pupils achieve good outcomes, and this Sufficiency review is a part of our commitment to delivering high quality provision and placements which meets their needs. This review reflects our desire for needs-led support, with timely identification ensuring that our children and young people can access the right support at the right time. Our SEND Sufficiency Review is a key document for the Local Authority and will lead into a review of our overall SEND Strategy in 2024.

Mastodon C were commissioned to analyse trends and pupil level data for EHCPs and specialist placement numbers across Tower Hamlets. This report provides a detailed analysis of EHCP numbers, need, and pupil profile in the Borough, with a review of current provision on specialist placement and provision. This report has taken into consideration the last three years of SEN2 data, as well as pupil projections from the Greater London Authority.

The report indicates that there is likely to be significant growth in the number of EHCPs to the end of the decade despite declining birth numbers. The three main areas of need being Speech, Language and Communication, Autism, and Social, Emotional and Mental Health; there is significant unmet need in the areas of SLD/PMLD as well. There is a correlation between the increase in demand for specialist provision and placements, and available capacity at our current specialist provisions.

Projections indicate a shortfall of up to 260 places in specialist placements across all needs within the next 10 years; more immediately, it faces a shortfall up to the 2026/27 academic year of between up to 125 places. This is comprised of a shortfall of 75 ASD and Communication/Interactions specialist placements; 25 SEMH placements; and 25 SLD (cognition and learning) placements. There is a near even distribution of need between primary and secondary stages. Currently this demand is being accommodated by mainstream schools or through the Independent and Non-Maintained Sector. Unfortunately, mainstream schools may only partially meet the needs of the pupil, whilst the private sector is at significant cost to the public purse.

This report is proposing immediate action is taken to address this shortfall head on, to ensure that pupils with the most complex of needs can access the placements and support which they require, at a time they require. This report proposes that a pilot programme of specialist Additionally Resourced Provisions, catering to a high level of need in the areas of Autism and Communication and Interaction; SEMH; and SLD; is begun, with an intention they be operationally available to pupils in the 204/25 academic year. Further, an expansion of current specialist provision will need to be considered in the latter half of the decade.

Legislative Context:

Local Authorities are legally obligated under Section 14 of the Education Act 1996 to ensure the availability of a sufficient number of school places to adequately meet the educational requirements of all children and young individuals residing within their area, or for whom they hold responsibilities. This responsibility encompasses a particular consideration for the provision of educational opportunities for children and young individuals with Special Educational Needs and Disabilities (SEND).

It is important to emphasize that these responsibilities are further reinforced and expanded upon by the provisions outlined in both the Equality Act 2010 and the Children and Families Act 2014.

Key to our ability to meet the needs of all children and young people with SEND is ensuring that we provide and plan for future provision that will meet our local needs. Demand and resourcing pressures mean that the existing approach to specialist Special Educational Needs (SEN) educational placements is not financially sustainable in the long term. The key challenge for the Local Authority (LA) and stakeholders will be maintaining the positive outcomes for pupils whilst reviewing the funding levels to meet demand within the available budget. The six key areas of consideration are:

1. Build upon the already successful model of inclusion by expanding and developing the capacity of mainstream schools to meet the needs of more complex learners,
2. Create the necessary capacity in the system at already high quality, well-established and 'outstanding' specialist provision. Ensuring the LA can meet current and future demand and enabling SEND children to attend the most suitable local school,
3. Reduce the reliance on out of borough special school places and schools in the independent sector, through an increase in local resource provision in mainstream, particularly for children with ASD and SEMH,
4. Redesign the specialist system for children and young people with SEMH to ensure integration pathways for those learners who can be supported back into mainstream settings and ensure high quality learning and support for those whose needs require ongoing specialist support,
5. Extend the offer and range of Post 16 provision, to enable more young people with SEND to achieve Preparation for Adulthood outcomes: employment; independent living; health and community participation,
6. Promote independence by providing independent travel training and personal travel budgets for eligible children and young people and their families.

Sufficiency Assessment Process:

Mastodon C assessed SEN sufficiency across the borough using a range of data sources to identify the current demands within the SEN sector and to project how these trends may impact future demand on SEN capacity. These included:

- DfE SEN statistics 2021-23,
- SEN2 data 2021-23,
- School census data 2021-23,
- GLA projection data 2023,
- Pupil level information from special schools and resource bases on pupil numbers, 2021-23.

The projections concerning the demand for specialist provision were derived through the utilization of Mastodon C's SEND model, accessible at <https://www.mastodonc.com/products/send-model>. This model commences by incorporating data from the current resident Special Educational Needs (SEN) population, as comprehensively documented in the SEN2 and school census returns. Subsequently, it employs an Empirical Bayes probabilistic Markov model to simulate potential future scenarios on an annual basis, spanning a period of up to 10 years.

The simulation encompasses a comprehensive analysis of various categories, including leavers, stayers, movers, and joiners. These categories are delineated based on National Curriculum Year (NCY), EHCP primary need, and educational setting. The model employs rates that are meticulously grounded in recent historical data, ensuring a robust and reliable projection of demand for specialist provision.

Tower Hamlets Local Sufficiency Context:

Tower Hamlets Current Demand:

Fig. 1: Breakdown of SEN within the School Population 2022/23

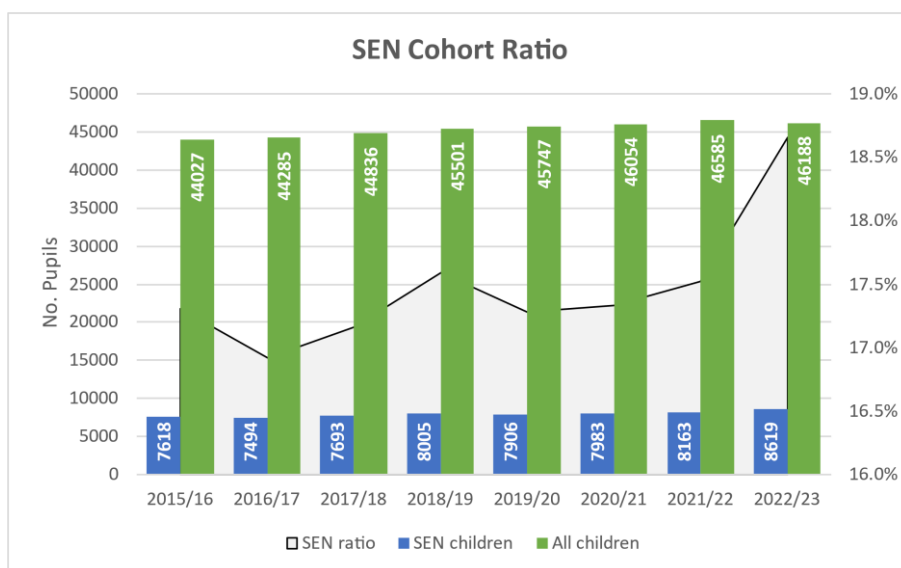
Area	Total Pupils – school population only	Pupils with EHCPs	%	Pupils with SEN support	%	Total pupils with SEND	%
England	9,073,832	389,171	4.3	1,183,384	13.0	1,408,701	17.3
London	1,461,472	65,345	4.5	176,999	12.1	221.368	16.5
Tower Hamlets	48,693	2,889	5.9	6,038	12.4	8,129	18.3

Source: <https://explore-education-statistics.service.gov.uk/find-statistics/special-educational-needs-in-england>

The percentage of Tower Hamlets pupils with EHCPs (5.9%) is significantly above the National (4.3%) and London average (4.5%), while pupils requiring SEN Support is above the London average at 18.3% opposed to 16.5%. The demand for special school placements and transfer requests from mainstream to a specialist setting education continues to grow above the available supply. Consequently, there is an increasing reliance on the independent/non-maintained sector to accommodate the additional students requiring specialist education.

The need for specialist placements demonstrates the consistent year-on-year growth, which has doubled over the past two years. Concurrently, there has been an exponential surge in requests for Education, Health, and Care Needs Assessments (EHCNA) within the borough. Currently monthly EHCNA requests have tripled compared to 2021, maintaining a rate of 90-110 assessment requests a year.

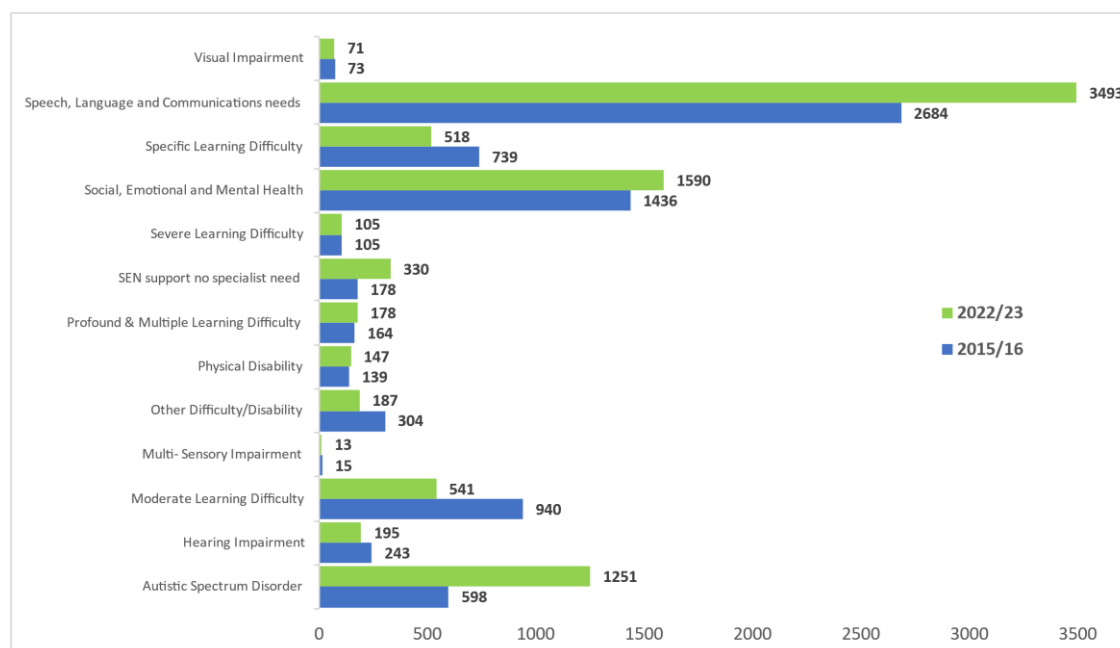
Fig. 2: Breakdown of SEN children at school



Source: <https://explore-education-statistics.service.gov.uk/find-statistics/special-educational-needs-in-england>

SEND Historical and Projected Population Growth:

Fig. 3: Tower Hamlets SEND population growth 2015 -2023:

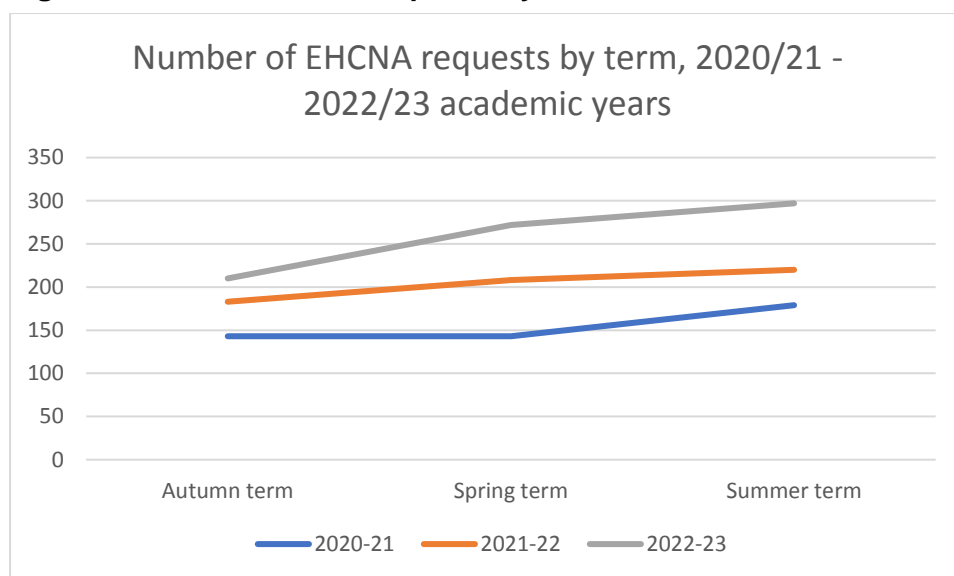


Source: <https://explore-education-statistics.service.gov.uk/find-statistics/special-educational-needs-in-england>

Fig. 3 displays the prevalence of Speech Language and Communication Needs (SLCN), as the most common special educational need across the borough and has increased by 30% since 2015/16. Autistic Spectrum Disorder (ASD) has experienced the largest increase among needs across the borough rising by 109% since 2015/16. In contrast, the demand for provision to accommodate Specific Learning Difficulty and Moderate Learning Difficulty have declined over the same period. The demand for provision to meet the needs of children with Social Emotional and Mental Health Needs (SEMH) continues as the second largest SEN requirement in Tower Hamlets with demand remaining stable since 2015/16, a trend that is shared by demand for Profound & Multiple Learning Difficulty (PMLD).

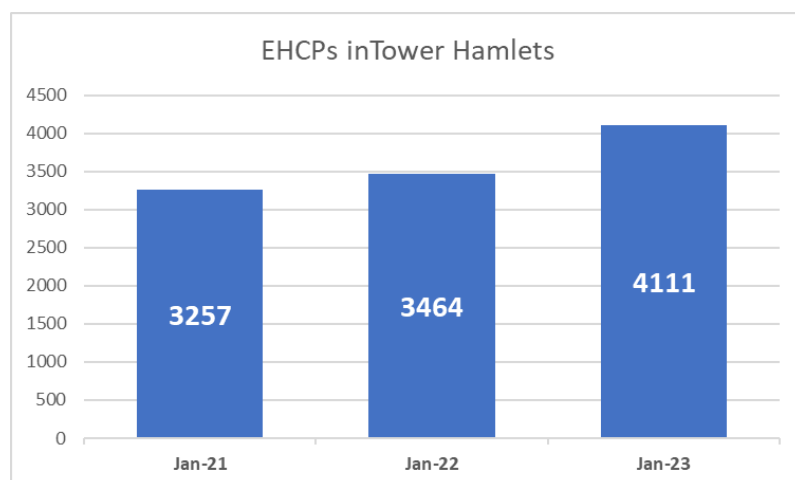
There has been significant increase in the number of new requests for EHCNA seen in recent years: 780 requests for the 2022/23 academic year, against 611 for the 2021/22 academic year, and 465 for the 2020/21 academic year:

Fig. 4: Number of EHCNA requests by term, 2020/21 – 2022/23 academic year



In one year, the number of EHCPs issued by Tower Hamlets has increased from 400 in the 2021/22 academic year, to 700 in the 2022/23 academic year.

Fig. 5: Growth of EHCPs in Tower Hamlets 2021 -2023



The total number of EHCPs for which the LA is responsible for has risen from 3257 (January 2021) to 4111 (January 2023), representing 26% increase over the period. This increase in demand is reflected nationally: there has been a 14% increase in the total number of Plans between 2020 and 2022 (last available DFE figures).

Fig. 6: Numbers and Percentages of Pupils with EHCPs within each setting:

	Tower Hamlets		London		England	
	No.	%	No.	%	No.	%
Independent School	105	4.2	4,885	3.3	28,732	4.9
Non-Maintained Special School	N/A	N/A	252	100	3,995	98.2
State Funded AP school	19	14.2	490	22.8	3,368	25.5
State Funded Nursery	12	3.5	137	1.7	673	1.8
State Funded Primary	1,126	4.5	23,052	3.3	117,757	2.5
State Funded Secondary	861	4.4	15,842	2.7	87,219	2.4
State Funded Special	766	99.7	20,687	97.4	147,427	98.9
Total	2,889	5.9	65,345	4.5	389,171	4.3

Fig. 6 indicates that:

- Tower Hamlets has comparatively higher numbers of pupils with EHC plans in mainstream settings than national and London averages,
- Tower Hamlets has significantly fewer pupils with EHC plans in Pupil Referral Units comparative to national and London averages,
- Tower Hamlets has more pupils with EHC plans in state funded special schools than national and London averages,
- Tower Hamlets has significantly more pupils with EHC plans in state funded nursery schools than the national and London averages.

Fig. 7: Numbers and Percentages of Pupils with Sen Support within each setting:

	Tower Hamlets		London		England	
	No.	%	No.	%	No.	%
Independent School	203	8.1	20,645	13.8	89,840	15.2
Non-Maintained Special School	N/A	N/A	0	0	57	1.4
State Funded AP school	82	61.2	1,251	58.2	7,518	57.0
State Funded Nursery	60	17.4	1,591	20.1	6,381	17.0
State Funded Primary	3,562	14.1	88,692	12.6	629,184	13.5
State Funded Secondary	2,129	10.8	64,364	11.1	448,967	12.4
State Funded Special	2	0.3	456	2.1	1,437	1.0
Total	6,038	12.4	176,999	12.1	1,183,384	13.0

Fig. 7 indicates that:

- Tower Hamlets has significantly less pupils with SEN support in state funded special school's comparative to national and London averages,
- Tower Hamlets has more pupils with SEN support in state funded AP and state funded primary schools than national and London averages,
- Tower Hamlets has less pupils with SEN support in state funded nursery schools than the London averages.

Current SEN Capacity:

Mainstream:

There are 67 mainstream primary schools, and 16 secondary schools. From a SEND angle, at the end of the 2022/23 academic year, there were 4422 EHCPs held by the Borough, of which 3370 are of school age (Reception through to Year 13). Most school-age children and young people – 70% – in Tower Hamlets are educated within mainstream settings. This is above the national average. Similarly, the SEN Support profile of the borough is above the national average.

The two largest areas of need for our children and young people are Speech Language and Communication Need (SLCN), and Autism. The third largest area of need is SEMH, which is also one of the fastest emerging areas of need as well. Together, SLCN and Autism account for 60% of all EHCPs. This is a profile of need found both locally in London, and in statistical neighbours.

Special School Provision:

There are 5 special schools located in Tower Hamlets which accommodate a variety of needs across both the primary and secondary sector.

Tower Hamlets has two state funded special schools with approximately 240 places to cater for children with complex learning needs. Broadly these schools are for children with learning difficulties (moderate to severe or Profound and Multiple Learning Disabilities (PMLD) with associated, additional complex special educational needs (for example, speech, language, communication difficulties, autistic spectrum disorders, neurodevelopmental disorders, global delay). Stephen Hawking Special School caters for children aged 2 to 11 and Beatrice Tate Special School for children and young adults aged 11 to 19.

Tower Hamlets has one maintained (state funded) special school for children with Autistic Spectrum Conditions (ASC), Phoenix School. Phoenix recently expanded its pupil capacity from 470 to 500 for the 2023/24 academic year. The school operates on two main sites, along with two satellite sites, comprised as follows:

- Phoenix Lower School at Bow Road with capacity up to 248 pupils aged 3-11
- Phoenix Upper School at Paton Close with capacity up to 205 pupils 12 - 19
- Phoenix Primary Satellite Site at Marner Primary School with capacity up to 18 pupils aged 5-11
- Phoenix Secondary Satellite Site at Bow Secondary School with capacity up to 29 pupils aged 12-19

Tower Hamlets has two state funded special schools with approximately 95 places to accommodate for children SEMH. The provision landscape for children with SEMH is quite complex, reflecting the breadth of profiles of children who cannot be educated in typical mainstream school settings. Ian Mikardo High School is a Multi Academy Trust (MAT) special school that caters for SEMH children aged 11-19. Bowden House School is a LA- maintained special school that accommodates SEMH children aged 9 to 18. Both schools cater for pupils with significant and pervasive SEMH needs with behavioural challenge arising from neurodevelopment difficulties requiring significant and long-term specialist intervention including therapeutic component via clinical therapies or a residential 24-hour curriculum.

Fig. 8: Special school provision in Tower Hamlets

Special School	Total Places	Primary need
Beatrice Tate	115	PMLD/SLD
Bowden House	40	SEMH
Phoenix	500	ASD/SLCN
Ian Mikardo	55	SEMH
Stephen Hawking	105	PMLD/SLD

Resource Bases and Special School Satellite Sites:

Resource Provisions are specialised education provision integrated into individual mainstream schools. Children are officially registered as part of the mainstream roll of the school where the Resource Provision is located. Children and young people in Resource Bases are ordinarily expected to attend their mainstream class for at least 50% of the time, accessing the Resource Base for more specialist direct intervention and support.

Satellite sites, on the other hand, offers a place on the roll of a special school which operates the satellite, but for children and young people typically of a higher cognitive ability than in the main special school site. These satellite sites, though co-located with a mainstream school, are entirely separate and independent of their mainstream host. However, there are opportunities for some elements of a mainstream curriculum to be incorporated into their learning and provision. Resource Provisions and Satellite Sites play a pivotal role in the Tower Hamlets, contributing significantly to the broader objective of promoting mainstream inclusion.

Fig. 9: Resource Bases and Satellite Sites in Tower Hamlets

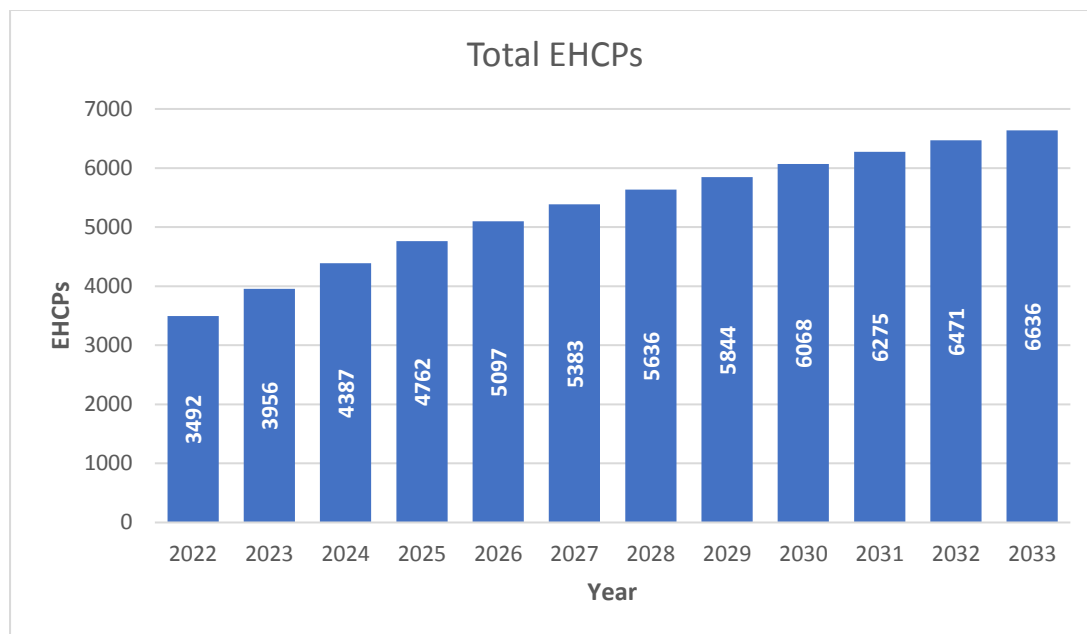
School	Resource Base or Satellite Site	Total number of places available	Primary need
Bangabandhu Primary School	Resource Base	15	ASD
Ben Jonson Primary School	Resource Base	12	SEMH
Culloden Primary Academy	Resource Base	30	HI (Hearing Impairment)
Cyril Jackson Primary School	Resource Base	20	SLCN
Globe Primary School	Resource Base	30	SLCN
Hague Primary School	Resource Base	16	HI (Hearing Impairment)
George Green's Secondary School	Resource Base	15	ASD
St Paul's Way Trust Secondary School	Resource Base	24	HI
Marner Primary School, Phoenix Satellite Site	Satellite Site	18	ASD
Bow Secondary School, Phoenix Satellite Site	Satellite Site	29	ASD

Needs Analysis:

Number of EHCPs:

EHCP numbers are still estimated to increase over the upcoming decade. In the short term, EHCP figures are projected to escalate from 3,956 in 2023 to 6,637 by 2033, representing an 67.7% growth in EHCPs over the next 10 years.

Fig. 10: Tower Hamlets EHCP projections 2022-33



EHCP Projections by Phase:

Across primary, secondary, and post16/19 stages of education, SLCN, Autism and SEMH are projected to be the largest areas of need in the Local Area, and whilst there will be significant demand still yet for specialist placements and provision, majority of our pupils will continue to have placements in mainstream settings.

Primary:

Fig. 11 below shows that SLCN is projected to be the most prominent SEN need among primary children in the borough, demand is projected to peak at c.900 primary children requiring an EHCP for SLCN by 2029. ASD is projected to be the second most prominent need among primary children, with approximately 500 EHCPs for primary children with ASD by 2025. ASD demand is not projected to increase significantly but instead remain stable over the coming years.

Turning to look at the settings in which pupils will be educated, fig.12 indicates that the increase of primary EHCP pupils will continue to be educated within an LA maintained mainstream setting as opposed to a LA special school or Academy mainstream setting. Overall projections anticipate approximately 1400 primary EHCP pupils to attend either an academy or LA mainstream setting by 2033, compared to c.340 pupils projected at Special LA maintained schools.

Fig. 11: Primary EHCP Projections by Need

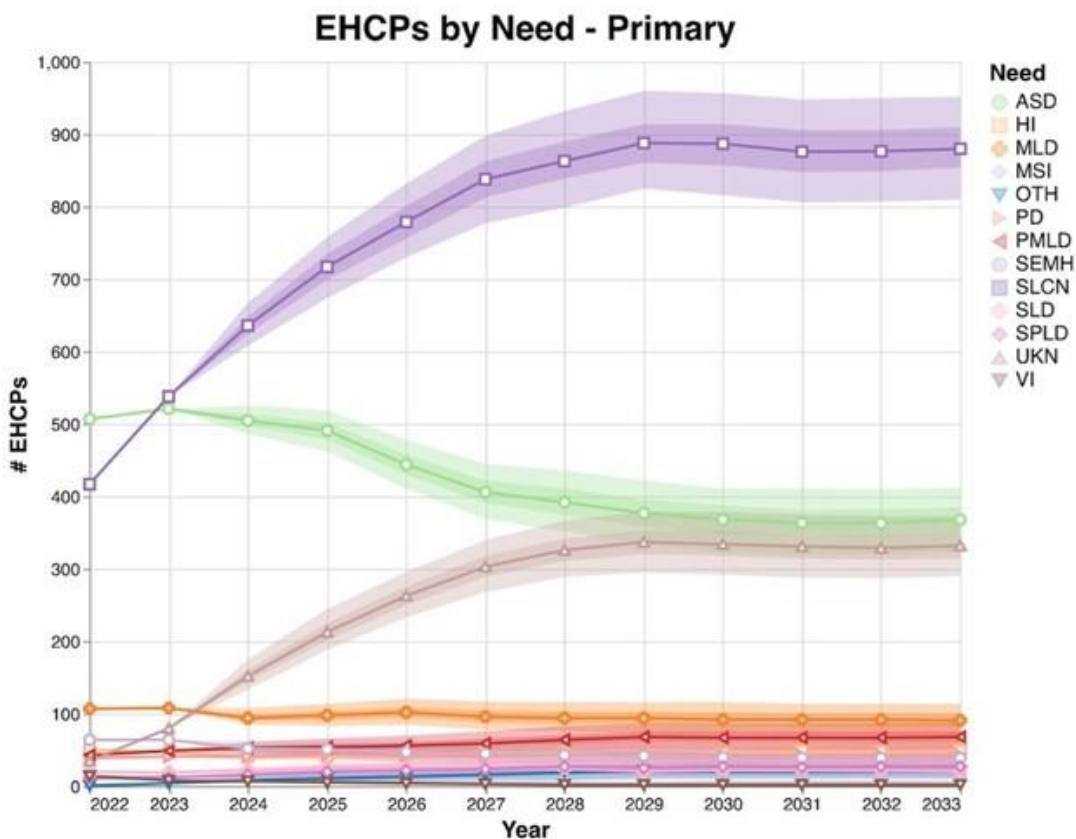
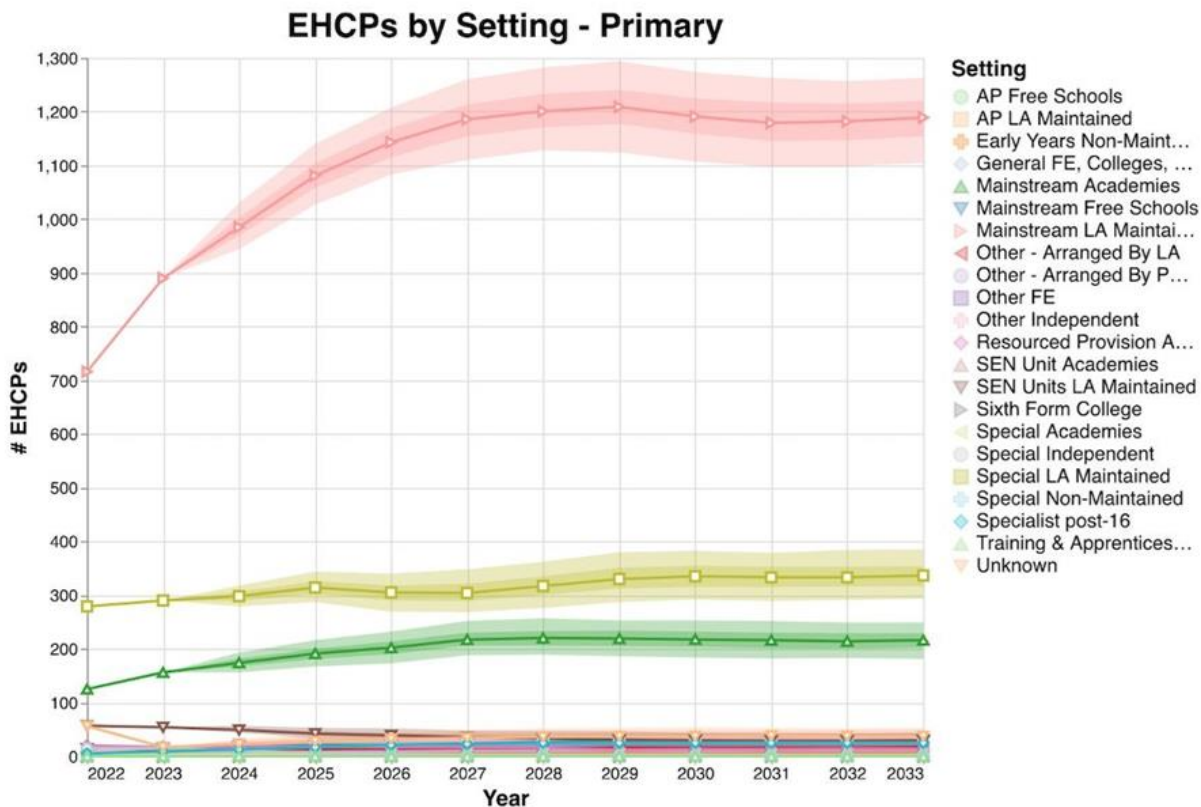
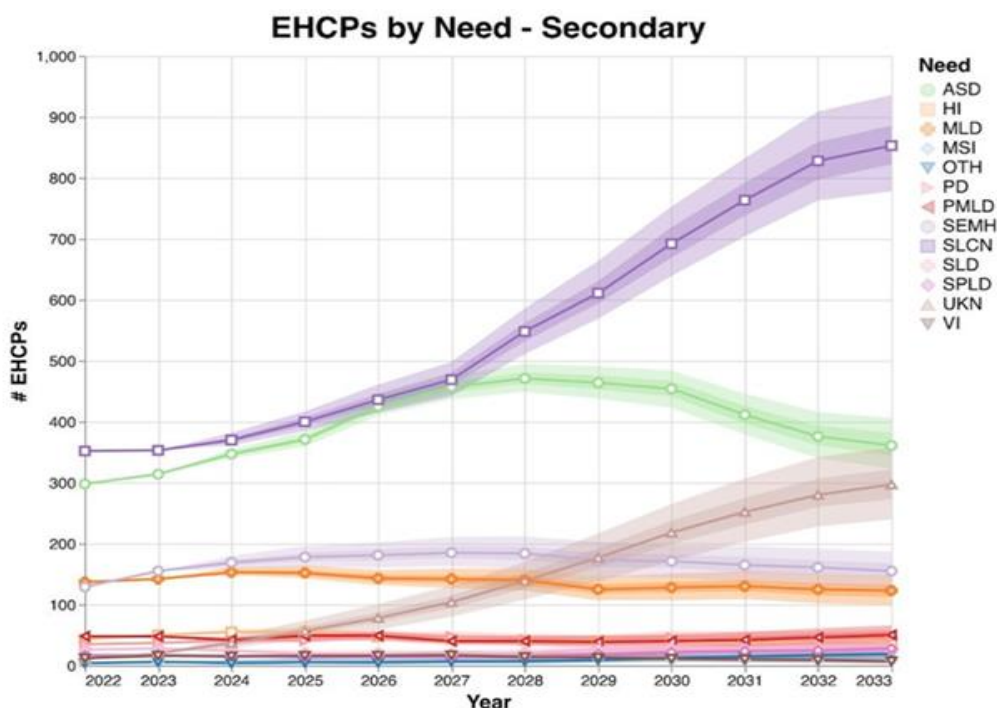


Fig. 12: Primary EHCP Projections by Setting



Secondary

Fig. 13: Secondary EHCP Projections by Need



SLCN is projected to be the largest area of need among secondary children, with approximately 850 secondary EHCP children projected by 2033, then Autism as the second largest need. However, as pupils become older, there is increasing need in SEMH.

Fig. 14: Secondary EHCP Projections by Setting

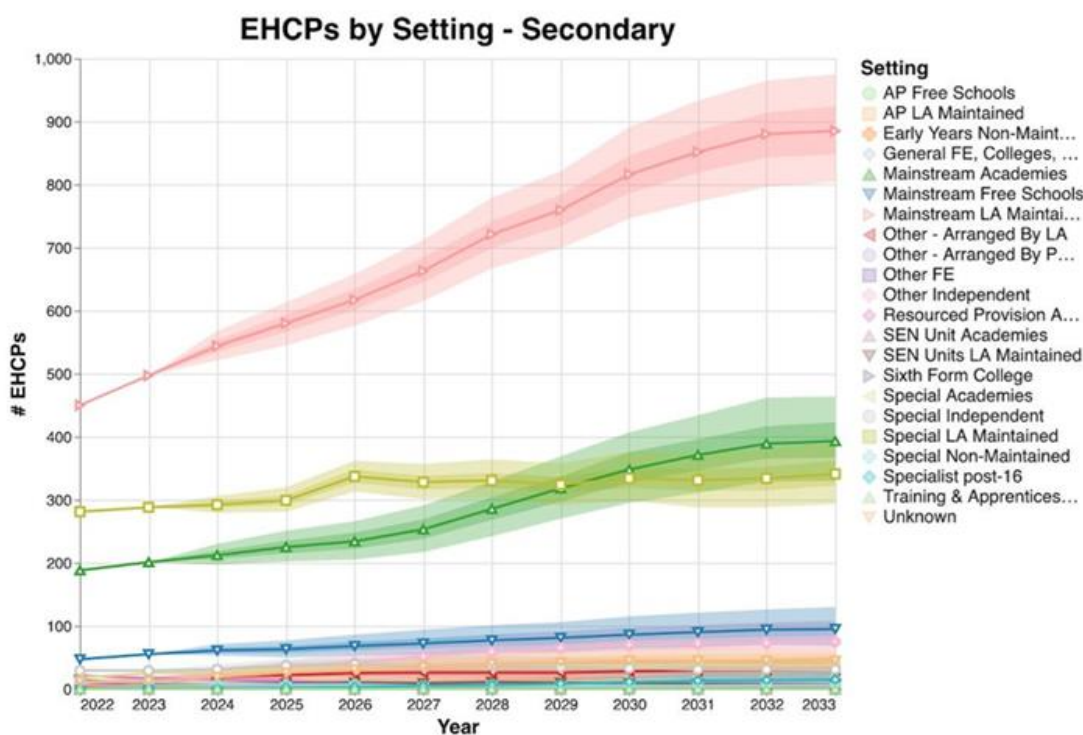


Fig. 14 suggests that the increase of secondary EHCP pupils will be accommodated at either an Academy or LA mainstream settings, with c.1300 pupils expected a mainstream setting in 2033. Due to limited capacity at special school provision pupils attending LA special schools are not projected to increase significantly with c.340 pupils projected to attend LA maintained special provision by 2033.

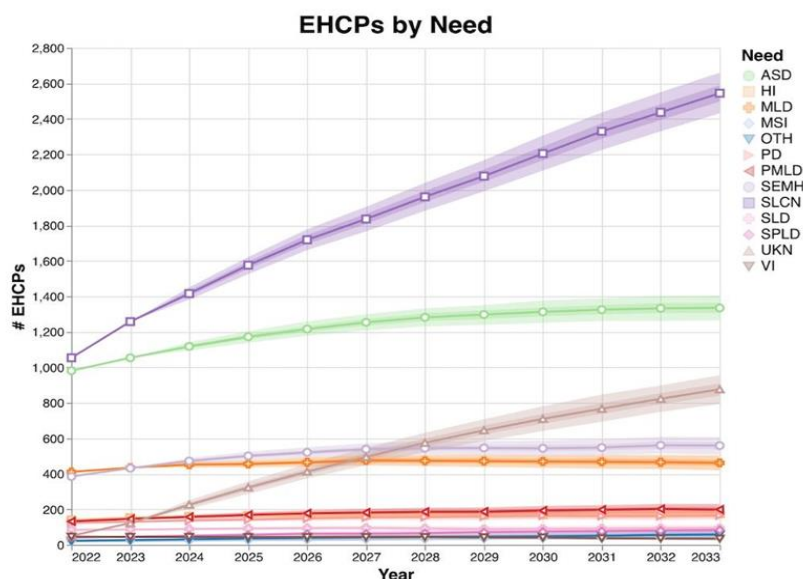
Post-16 and post-19:

At post-16 and post-19, we see that General Further Education (mainstream FE settings) continue to dominate, with a second high area of need in maintained sixth form provision. However, turning to post-19, there is increasing demand for specialist post-19 provision, with a 66% increase in demand for such settings. Looking at areas of need for post-16 and post-19, there is significant rise in the number of EHCPs supporting young people with Autism and SLCN; come post-19, there is also significant growth in SEMH and MLD.

EHCP Projections by Needs

Fig. 15 indicates SLCN is projected to continue to be the largest SEN primary need for children requiring an EHCP across the borough, with Autism second. SEMH shows growth and moves to be the third largest area of need in the Local Area. There is growth too in MLD, with it moving over time to become our fourth largest area of need.

Fig. 15: Total EHCPs Projections by Need



Speech, Language and Communication Needs:

In Tower Hamlets, the two largest primary need groups for EHCPs are Speech, Language and Communication Needs (SLCN) and Autism (ASC/D) and these two areas of need account for two-thirds of EHCPs in the Local Area. Feedback from stakeholders and information from Bart's NHS Community Therapies shows a significant rise in demand for Speech and Language assessment, with a tripling in demand over the last two years (2021-23).

Within the Borough, specialist provision for SLCN is met in Resource Bases at Cyril Jackson Primary School and Globe Primary School. There are 20 places at Cyril Jackson, and 30 at Globe Primary School.

Fig. 16: Primary EHCP Projections for SLCN Resource Provision

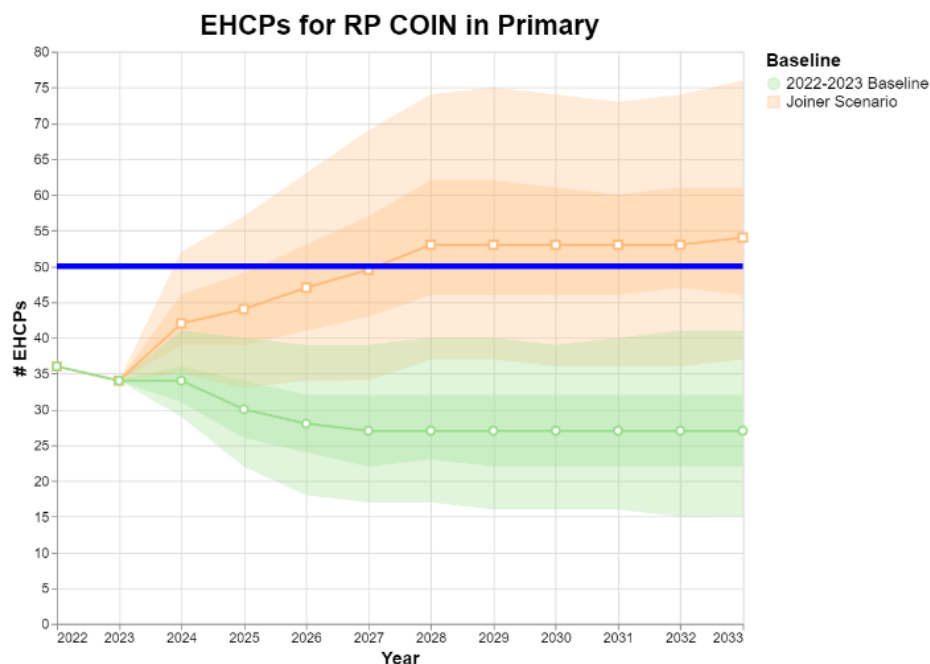


Fig. 16 indicates that there is limited capacity across both settings. There is a high level of variability in number projections for these settings: the blue line indicates the maximum capacity at present. At the upper band, there is a shortfall on capacity, if the rate of new EHCPs with SLCN continues as it is. Taking a longer-term average of issuing however, and there will be capacity available towards the end of the decade. The variability here is due to those with SLCN subsequently receiving a diagnosis of Autism, which changes their primary need; SLCN settings are also not designed currently for educating those with Autism, but for those with Disordered Speech and acute language and communication needs.

The mid-model scenario suggests there is sufficient SLCN specialist provision at Primary level, however this will need to be kept under review as referrals for Speech and Language assessment and therapy come via the NHS.

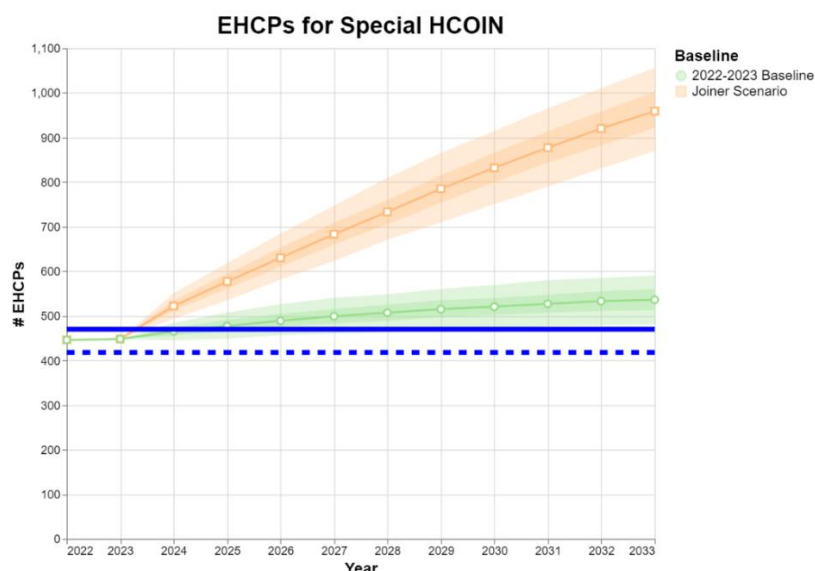
Tower Hamlets does not have specialist SLCN provision at Secondary level. Currently, there is limited demand for such provision, as majority of SLCN at secondary level continues to be met within mainstream settings, or where appropriate and with a diagnosis of Autism, in specialist Autism provision.

Autism:

The incident rate of Autism in EHCPs and on ASDAS assessment pathways is 25% higher than the national average. Whilst there have been significant increases in requests for assessment of Autism, this is also a historic pattern of need within Tower Hamlets. There may be an over classification of SLCN, due to delays in children and young people receiving their diagnosis of Autism, which is a national challenge.

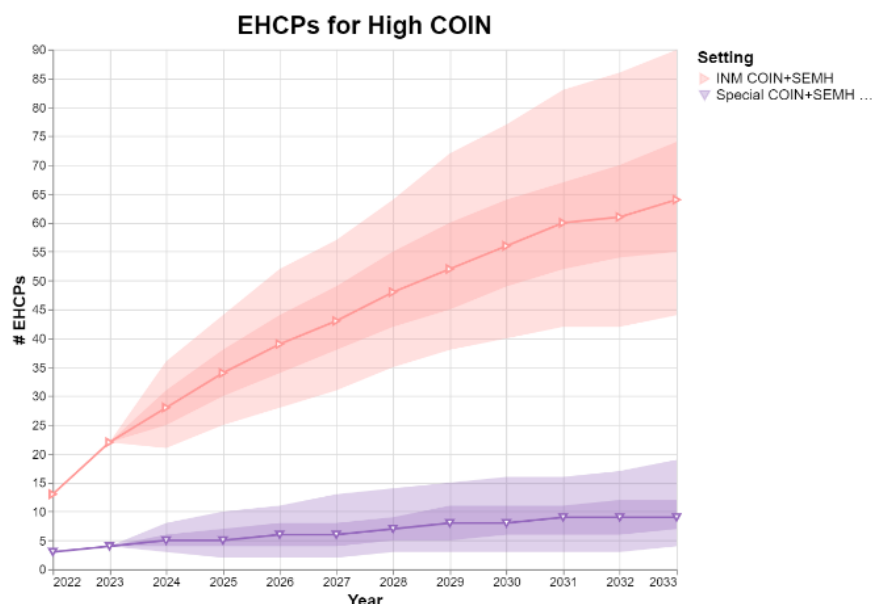
The Borough is committed to meeting the needs of children and young people with Autism locally. It is clear from analysis that Phoenix School, the Borough’s specialist provision for children and young people, Nursery through to Sixth Form, is at capacity.

Fig. 17: EHCP Projections for Autism at Special School Provision



The blue line shows the capacity of Phoenix School, 470 at the time of recording, though their Pupil Allocation Number has been updated for the 2023/24 academic year to 500 pupils across all age ranges: this has been done in recognition of Phoenix School taking in additional pupils beyond their intended capacity in the past, to ensure proper and correct funding. Fig. 13 highlights a significant variance between potential outcomes, based on a long-term historic trend demand would surpass capacity by 2026 and result in a shortfall of c.100 places by 2033. Alternatively, based on the elevated rate post-pandemic demand would exceed the capacity by 2024 and grow to c.500 place deficit by 2033. If the baseline scenario is taken, it may be reasonable to take a middle route on placement demand and anticipate a potential shortfall therefore of between 75 and 125 places by the end of the decade.

Fig. 18: EHCP Projections for Autism at Mainstream vs Special School Provision

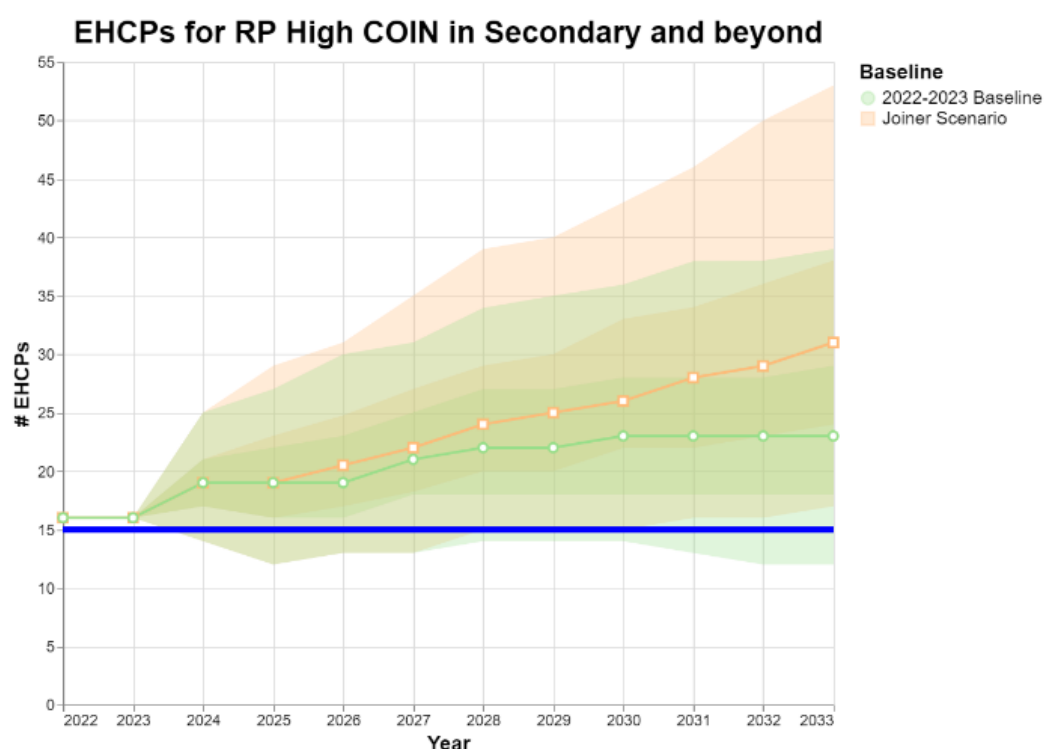


This lack of capacity in Autism specialist placements spills out into neighbouring Local Authorities and the independent sector. There are 25 CYP being educated out of borough and 13 in independent schools who could be educated in Phoenix. There are another 108 in Specialist Post-16 provision, but they may not be the right pupils for Phoenix, given the increasing complexity of Autism need as pupils become young adults and there is greater involvement from social care come living arrangements and future planning.

This does not negate current and acute demand for specialist Autism placements and provision: there are around 45 consultations a year to Phoenix School which may be appropriate, but the pupils cannot be placed there due to capacity constraints. Phoenix School holds a list of 90-100 pupils for whom placement may be appropriate, but there is no capacity to admit.

There is additional resource now in the Borough for middling-high Autism need. George Green’s School (secondary) has recently (2023/24 academic year) had its resource base redesignated from Physical Disability to Autism. The pupils it admits require specialist resource, provision, and teaching, beyond that which might ordinarily be delivered within a mainstream school but below that which is delivered within Phoenix School. This resource is already at capacity, and is likely to be significantly over-demand imminently.

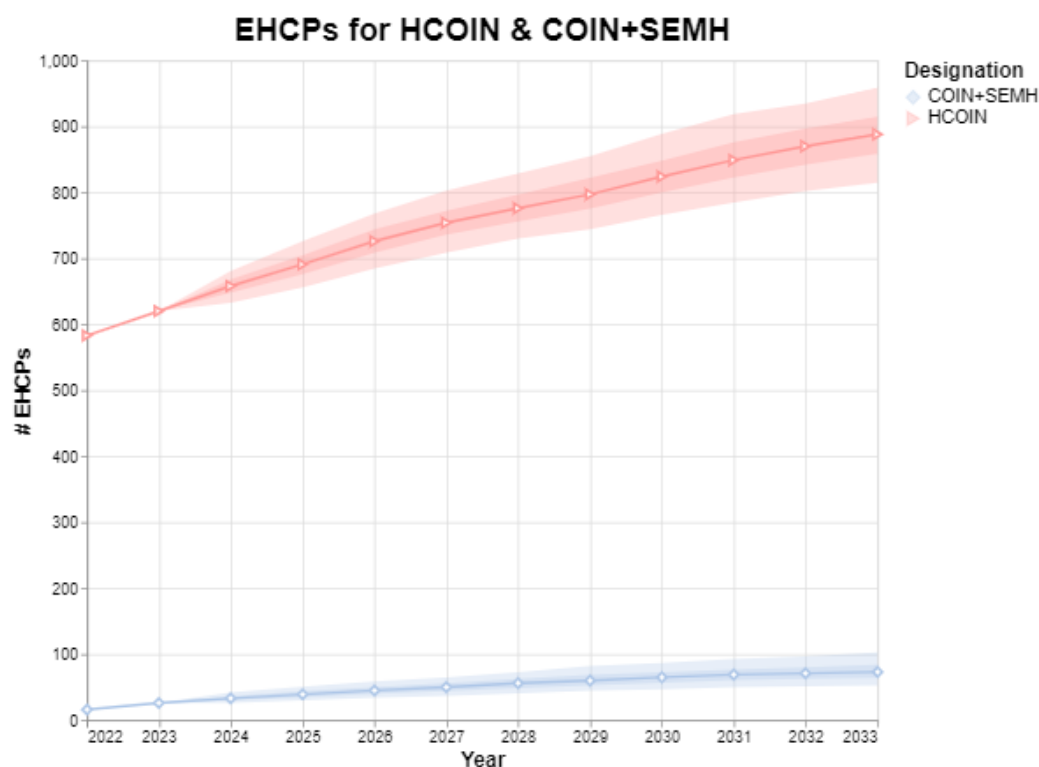
Fig. 19: Secondary EHCP Projections for Autism Resource Provision



There are 15 places available in the George Green’s Resource Base. There are 16 on-roll there. Upper and lower band demand suggests a shortfall of between 10 and 35 places by the end of the decade. It must also be noted that 2/3 of pupils in Tower Hamlets with a diagnosis of Autism and having an EHCP are educated within a mainstream setting: this is slightly above the London-wide average of 60%. Nonetheless, there is a significant shortfall on specialist provision for Autism, particularly at Secondary level and in the special school sector.

Fig. 20, below, indicates a rapidly emerging area of unaccommodated need within the Local Area for children and young people who have complex needs across several areas: they may have a diagnosis of Autism, combined SEMH or SLD, and consequently their behavioural and learning profile can make a placement in Phoenix a challenge.

Fig. 20: EHCP Projections for Autism & Combined SLCN/SEMH



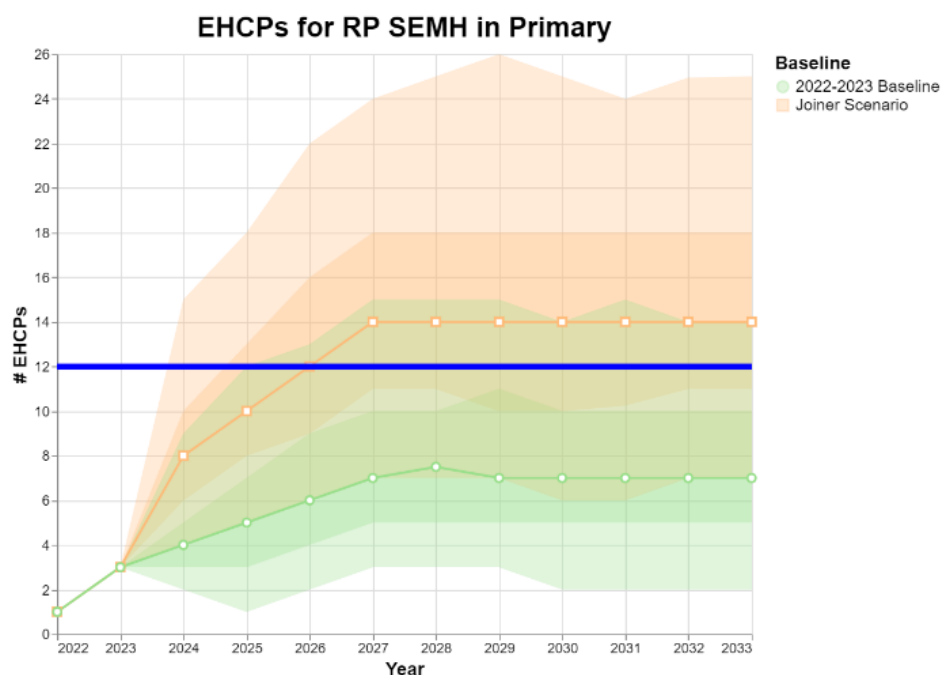
Social, Emotional and Mental Health:

Feedback on SEMH was particularly strong from stakeholders, and projections on placement and provision (demand), and EHCP numbers, suggests an increasing need in this area across all ages and stages, with particular concerns at Key Stage 2 and Secondary levels. This increase in SEMH presentation is not unique to Tower Hamlets, however the gap between demand and placement availability is driving exclusion rates up (particularly in primary schools) and an increase in the use of the independent sector and in Alternative Provision, in and out of borough.

There is a gap in pre-statutory level SEMH support for mainstream schools. The Borough offers a Behaviour Support Service, which works with schools and settings on a traded basis, and in an advisory whole-school capacity. It does not offer pupil-level support and direct work.

There has been a minor expansion of Bowden House School to include an 8-place specialist primary division, co-located at Ben Jonson Primary School; this is now full. Ben Jonson Primary School itself has a designated SEMH resource base, but due to capacity constraints in the whole school (Resource Base pupils must be registered against mainstream classrooms) they have only been able to admit 3 pupils into this.

Fig. 21: Primary EHCP Projections for SEMH Resource Provision



At Secondary level, there is capacity within Ian Mikardo School, an Academy special school. There is no capacity within Bowden House, the Borough’s specialist SEMH residential school.

Fig. 22: EHCP Projections for SEMH Special School Provision

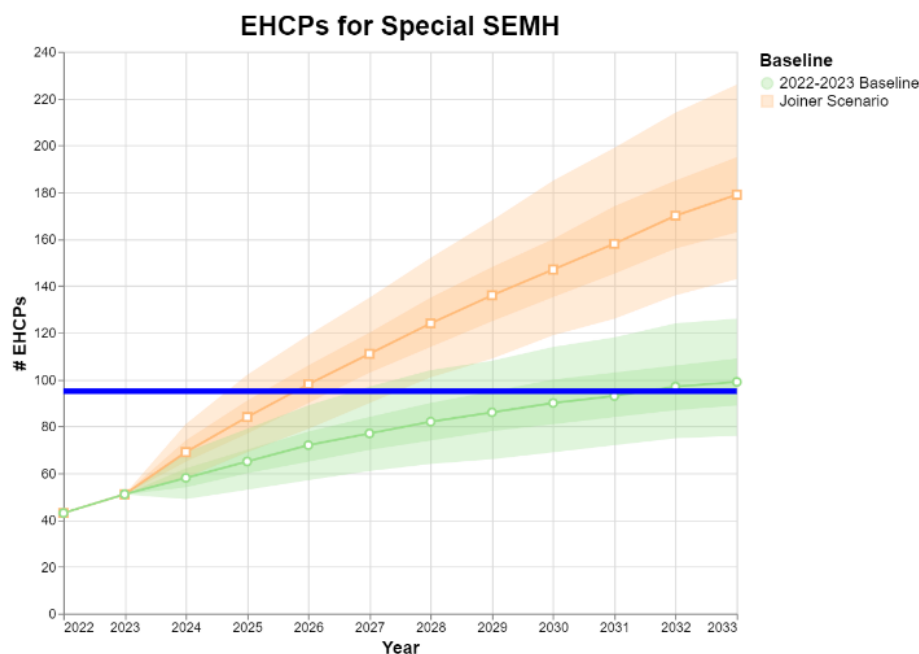
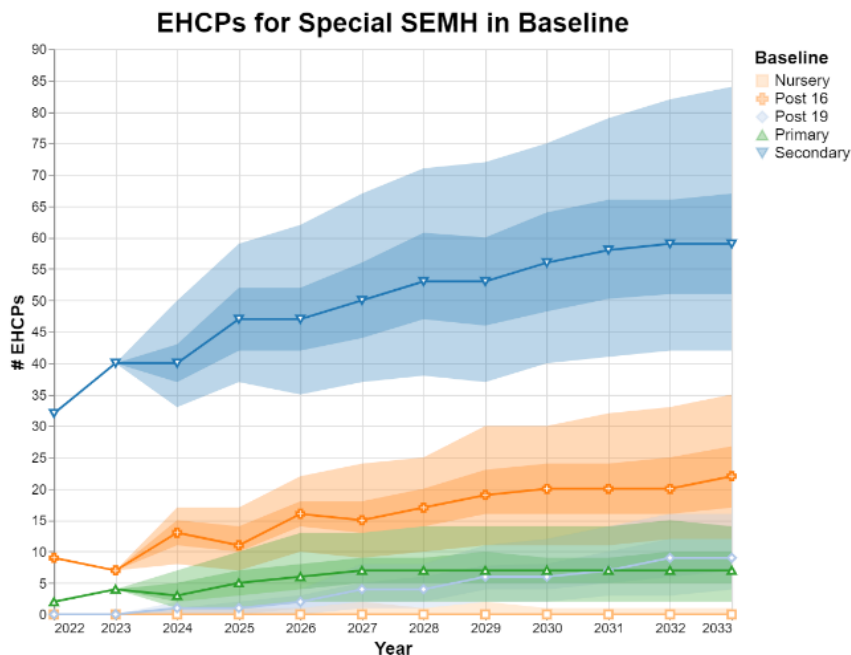


Fig. 22 shows significant growth in the number of EHCPs with SEMH as the primary need, and even accepting the available capacity by numbers in our resource bases and Ian Mikardo, there will be shortfall on specialist provision by the middle of the decade. This increase in SEMH is particularly acute in secondary age pupils as shown in Fig. 18, below. Overall from this analysis, there is a projected shortfall of between 30 and 60 places in SEMH specialist settings: between 10 and 25 at primary stage, and between 20 and 35 at secondary. **Page 97**

Fig. 23: EHCP Projections by Phase for SEMH Special School Provision

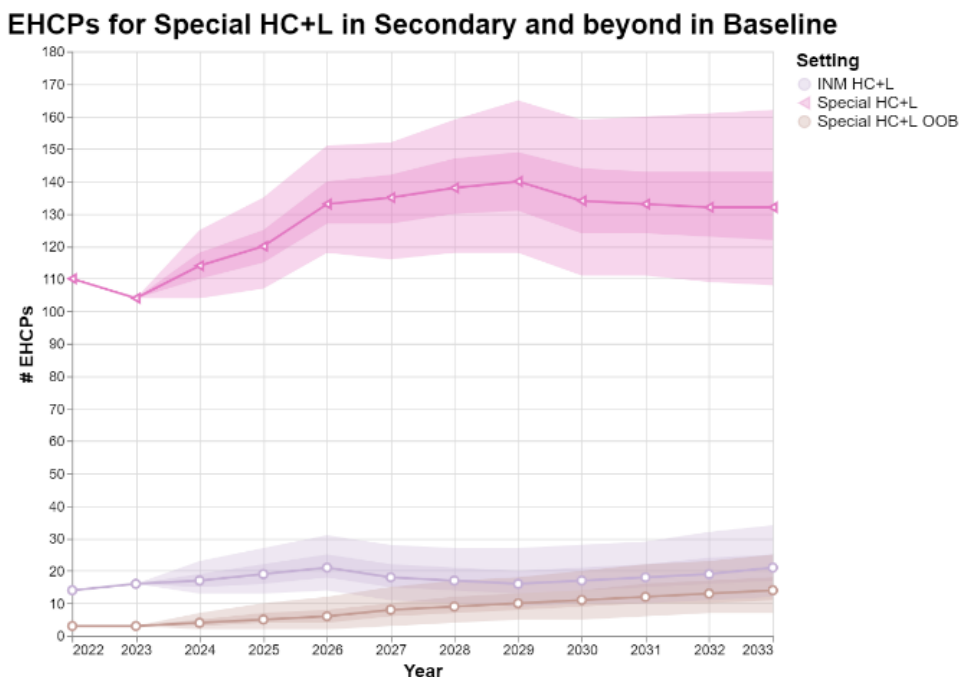


The projections suggests that SEMH is a rapidly changing and growing area of need, and there is a significant shortfall in specialist placements. Furthermore, there is a need for much earlier intervention and support, including at SEN Support level, in order that SEMH needs are identified, and met, earlier than currently. And behaviour is addressed through in-school discipline measures before statutory assessment is sought and changes of placement to specialist provision occur.

Cognition and Learning:

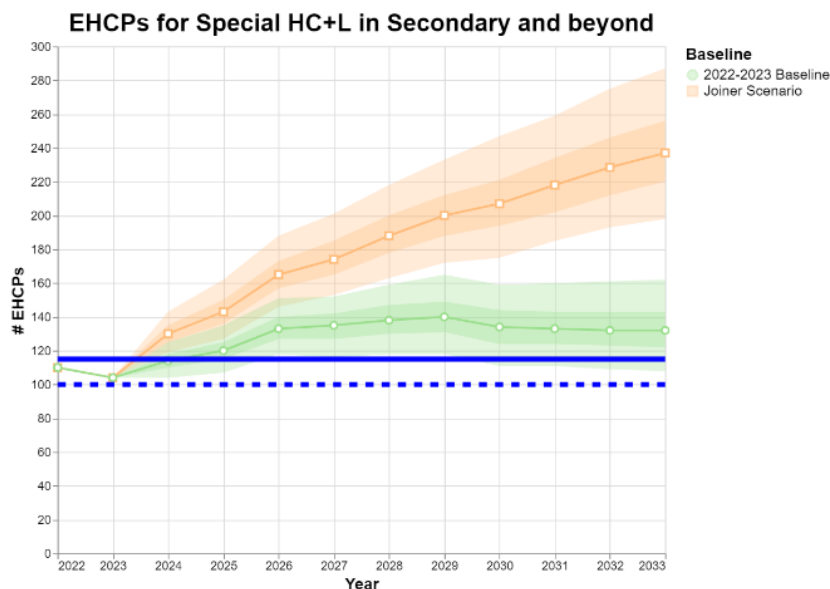
Meeting the needs of children and young people with cognition and learning difficulties is a relative area of strength for Tower Hamlets, with over 75% of pupils with Mild Learning Difficulties educated within mainstream settings.

Fig. 24: Secondary EHCP Projections for Cognition and Learning School Provision



However, at the very most complex levels of need, there are significant capacity constraints. At secondary level particularly, there is already a shortfall within Beatrice Tate School, for pupils with PMLD and physical needs; Beatrice Tate also admits pupils with a secondary / additional need of Severe Learning Difficulties.

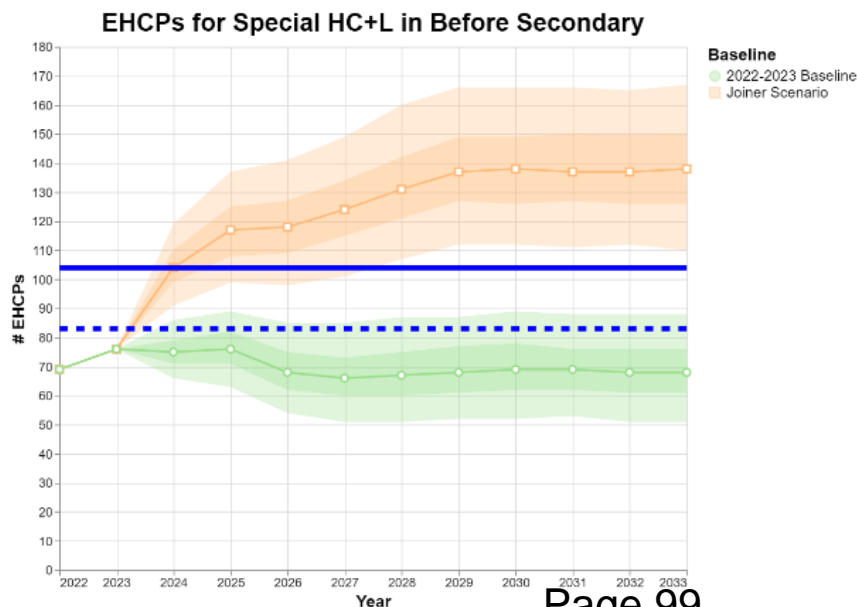
Fig. 25: Secondary EHCP Projections for Cognition and Learning Special School Provision



In Fig. 25, both upper and lower bands of projections show a significant shortfall in specialist placement, of up to 100 places. As a result, also seen above, there is an increasing call upon placements in the independent sector and out of borough. This is in part driven by increasing demand for specific SLD placements at Phase Transfer into Year 7 at secondary school.

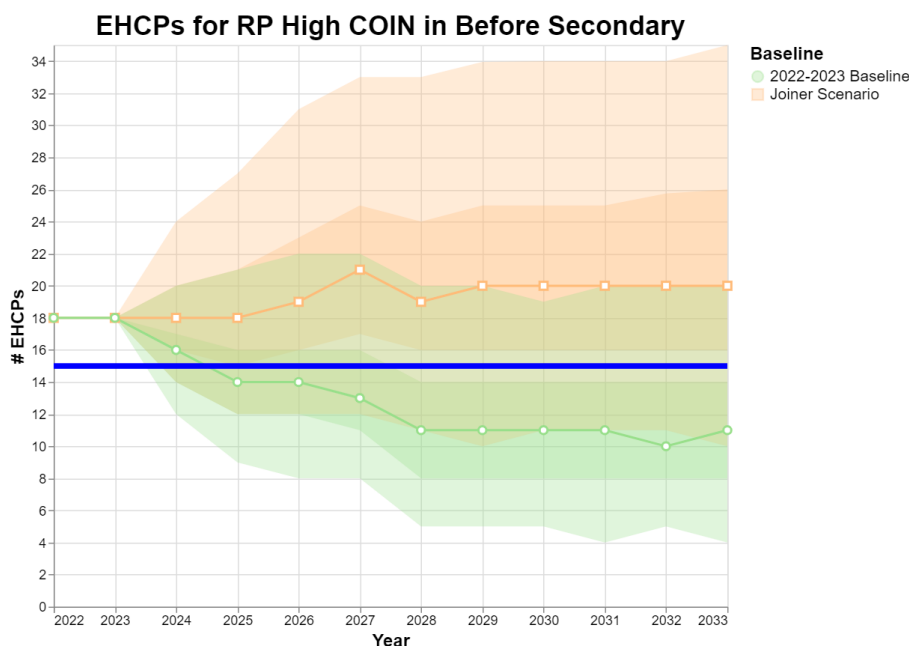
Children and young people increasingly have needs identified in a range of areas, and so their needs do not neatly fit into single-need schools all the time. Like a mixed profile of Autism and SEMH as described above, pupils with PMLD/SLD increasingly have additional needs, especially with needs of Autism and/or SEMH. Currently, placement of these pupils is not always possible given the designation of Beatrice Tate School.

Fig. 26: Primary EHCP Projections for Cognition and Learning Special School Provision



At primary level, there is again shortfall in specialist PMLD / SLD provision as shown in Fig. 26. The borough has Stephen Hawking School (nursery to Year 6) as a specialist school and operates a specialist resource base for complex needs at Bangabandhu Primary School: Most of these pupils have needs of PMLD and/or physical needs. Placement shortfall in Stephen Hawking is accommodated by Bangabandhu Resource Base.

Fig. 27: Primary EHCP Projections for Cognition and Learning Resource Provision



The Bangabandhu Resource Base has capacity roll for 15 pupils; however, it is currently at capacity, and there are 3 consultations to the setting every 2 months, indicating significant demand for the provision. This data error is under investigation and will be corrected by January 2024.

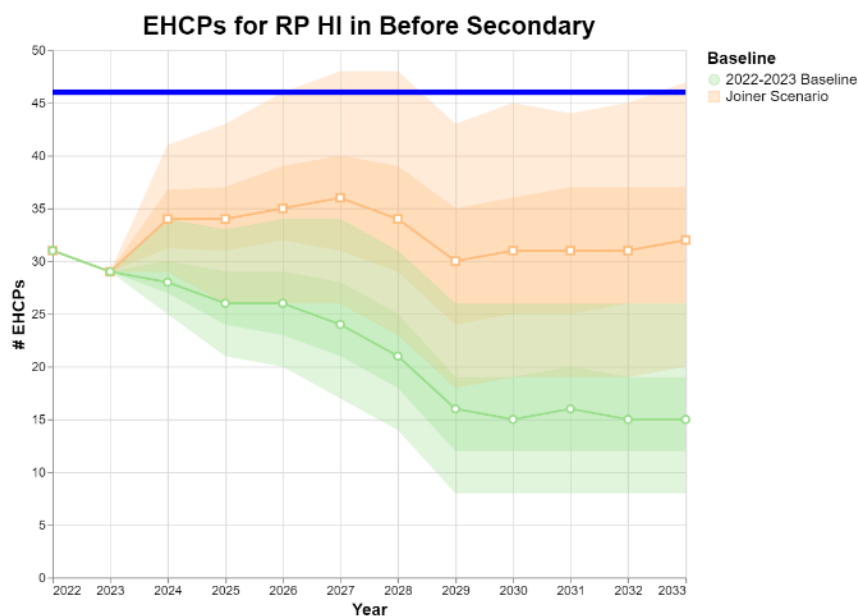
Both Beatrice Tate and Stephen Hawking Schools offer outreach services to mainstream settings to support with pupils with physical needs, educated within mainstream settings and able to access a mainstream, or mainstream differentiated, curriculum. In addition, the Educational Psychology Service and Learning Advisory Service offer support too for pupils with MLD/SLD, and physical needs and disabilities.

Nonetheless, there is a significant shortfall on placements for SLD/PMLD pupils, especially at secondary school.

Physical Disability and Sensory Needs:

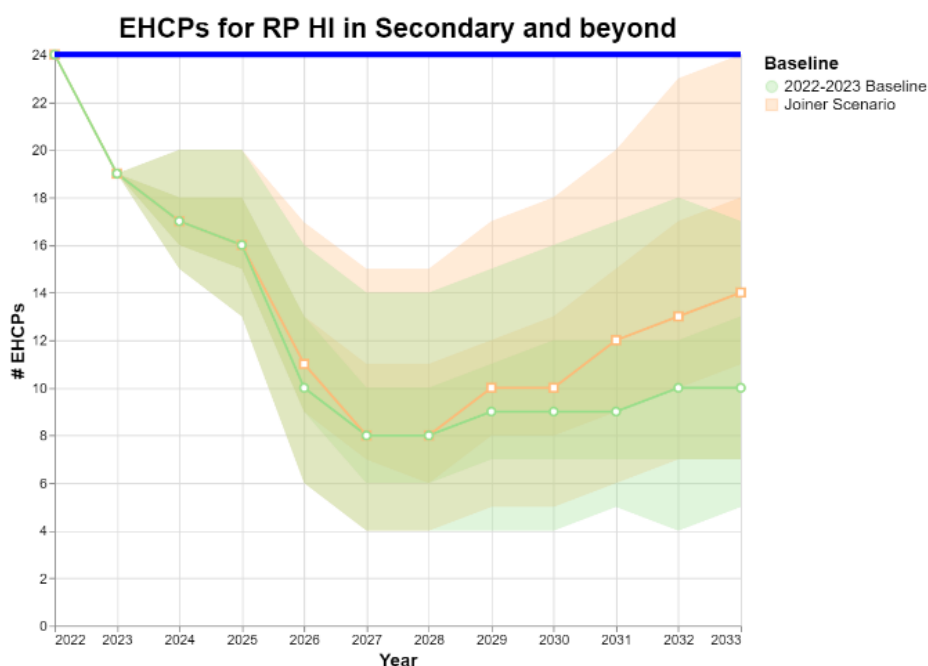
Tower Hamlets is unique as a London Local Authority, with an incident rate of physical need over twice the national average, especially in Hearing Impairment (HI). Most pupils with Hearing Impairment do not have an EHCP and are educated within mainstream settings at SEN Support level, with guidance and input from the Learning Advisory Service along the way.

Fig. 28: Primary EHCP Projections for Hearing Impairment Resource Provision



As a result, there is a declining number of EHCPs year on year projected for H.I. need, requiring specialist provision, at both primary (Fig. 28) and secondary (Fig. 29) school ages, and therefore current provision delivers appropriate levels of capacity for H.I. needs within the borough for the foreseeable future:

Fig. 29: Secondary EHCP Projections for Hearing Impairment Resource Provision

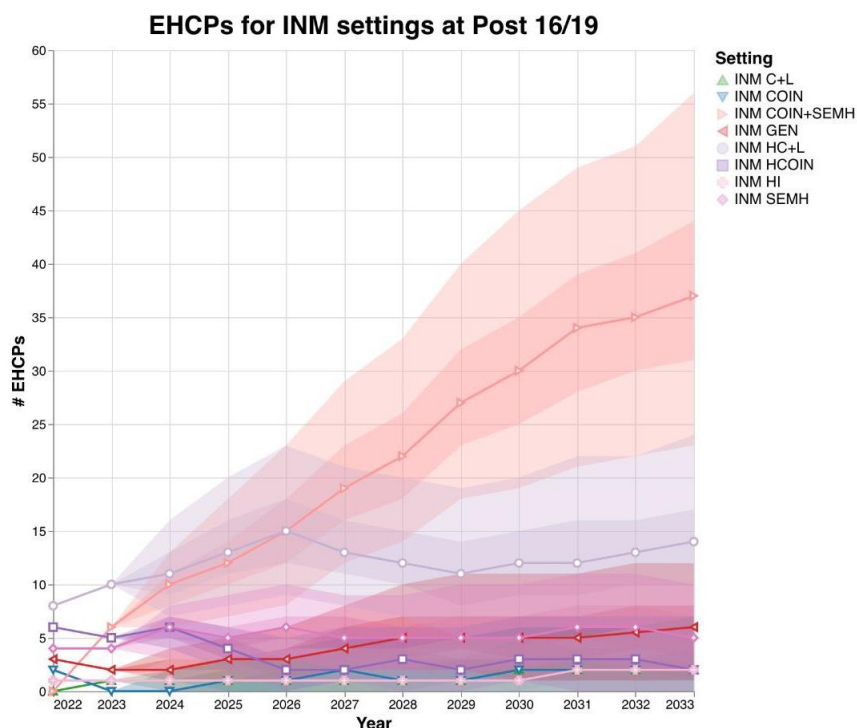


Preparing for Adulthood:

There is significant growth in EHCPs for post-16 and post-19 pupils to the end of the decade: this is due not to population growth, but due to children and young people not having their EHCPs ceased as they move through the education system. Preparing for Adulthood spans all areas of need. We have seen that specialist provision in all areas of need except HI are over capacity at secondary level and beyond and will remain so unless action is taken to address the shortfall.

There is a significant shortfall of specialist provision post-16 and post-19 for pupils with SLD and PMLD, who would otherwise be educated at Beatrice Tate School. Although there is flat further demand for placements post-16 and post-19; as the setting is already over capacity. There are currently no local providers able to offer a post-19 curriculum for these most complex pupils, leaving them to attend either residential or out of borough provision, or both. This has significant implications for spend on both placements and travel.

Fig. 30: Post 16/19 EHCP Projections by Need at Mainstream Provision



This is similarly seen in Phoenix School, with a shortfall in availability for placements at post-16 and post-19. Currently, Phoenix College provides post-19 provision for pupils with Autism. Phoenix College is a charitable third-sector provider. It delivers its provision supported by Phoenix School, but as a separate entity. It is currently located on the site of Phoenix School. There is no scope for the college to expand its current premises; the college with the Borough is seeking alternative accommodation to allow it to grow from circa 25 places, to circa 75 places. In review of SEMH needs, we again see this scenario of growth in EHCPs against a paucity of provision, and because of this there has been and is projected to be, an increase in use of the independent sector in all areas of need.

SEN Sufficiency Review Conclusion and Proposed Actions:

Significant amounts of data have been analysed throughout this process, and the projections on areas of need, and by demand, are strong for the short-medium term; as the projections are also for the next decade, there is some variation to the projections towards the end of the decade and into the early 2030s. Nonetheless it is clear that there is a significant shortfall of specialist provision and placements in the Local Area, which needs addressing quickly.

Autism; Speech, Language, Communication and Interaction; and SEMH continues to dominate the areas of need with the Local Area, with an emerging unmet need of SLD coming through right now, from primary, into secondary, and through to post 16 and post 19 provision. Long-term, there is a shortfall of around 260 specialist places in primary and secondary; more immediately and into the medium-term, there is a shortfall of 125 places, with 75 ASD and Communication/Interactions specialist placements needed; 25 SEMH placements needed; and 25 SLD (cognition and learning) placements needed, again in primary and secondary.

The Local Authority and schools are committed to meeting needs locally, and addressing the shortfall in specialist provision to ensure that all children and young people can access the provision and placements they need, at a time they need, and in a setting close to their home. We are proposing the following action plan:

1. The Local Authority will develop a Pilot programme of specialist Additionally Resourced Provision (ARPs) to address immediate need for specialist placements in the Borough.
2. It is intended that these Pilots ARPs will be delivered on a locality basis, aligned with the School Organisation Stakeholder Group's work, to ensure an even and effective distribution of specialist provision in the Borough.
3. These Pilot ARPs will need to come from the existing school estate and be a partnership basis between specialist and mainstream settings, with the support of the Borough.
4. The Local Authority will be solely responsible for placements into any Pilot ARPs, with the ARPs operated by the host school.
5. It is expected that pending any formal designation, these Pilot ARPs will be funded as though they are SEN Units, therefore meeting more complex needs than a Resource Base.
6. Major building work will not be considered, however repurposing, remodelling, and relocating some elements of existing premises will be.
7. It is anticipated that there will be up to 6 specialist Pilot ARPs established:
x2 / x3 Autism / Communication and Interaction, x1 each at primary and secondary at least,
x2 SEMH, x1 each at secondary and secondary,
x1 SLD, at secondary.
8. Each Pilot ARP will need to have between 12 and 25 pupils, depending on the available size within the host school.
9. Whilst these will be the primary areas of need for each pilot ARP, there will need to be some flexibility in the profile of pupil admitted, given the evidence of secondary needs in our most complex pupils (e.g. Autism and SEMH / SLD).
10. Schools in the Borough will be approached for Expressions of Interest in operating Pilot ARPs early in the spring term of 2024, with service specifications prepared concurrently; a selection process will be run, with the involvement of all local education, health and social care stakeholders, including schools, and parent-carers, before summer 2024.

11. Being developed through minor works only, rather than full building work, it is anticipated that any Pilot ARPs would be operational within the 2024/25 academic year.
12. Though initially a Pilot programme, there will need to be a view to have a contractual commitment of any school to operate any ARP long-term, including funding commitments and regular review of the provision.
13. A small expansion of Phoenix School, within their existing premises, should be considered if viable, within the next 3 years.
14. The planned expansion of Beatrice Tate School, to accommodate pupils captured within the increased demand for specialist places within PMLD, continues.

Appendix Four – LBTH Local Plan’s Approach to Allocating School Sites



The current Local Plan for Tower Hamlets allocated several sites for primary schools and secondary schools. This is informed by the evidence base which supported the Local Plan i.e. *Site Allocations Methodology* and *Spatial Assessment Needs for Schools*. The plan will allocate more school sites than required to meet the projected need for the following reasons:

1. School sites are generally located on land in private ownership, and are part of a larger scheme which also includes housing, commercial and open space. The delivery and timing of the school is linked to the delivery and timing of the overall scheme, and therefore not within the control of the council.
2. Ideally, new school sites will deliver a minimum of 2 forms of entry (FE) for a primary school and 6 forms of entry (FE) for a secondary school. However, site constraints may mean that only a smaller school can be delivered. While smaller schools may not financially be the best model to operate, these may be considered if additional school places are required. There would also be an option to deliver expanded school provision where a site is adjacent or in close proximity to an existing school.
3. There may not be sufficient demand in the area to support the development of a new school when a site comes forward. For example, if there was a need for one additional school in an area and two sites came forward at the same time, the council may only take forward one of these sites.
4. Issues, such as air quality, may make an allocated site challenging for the delivery of a school when it comes forward for delivery. There are several site allocations with known constraints, however it may be possible that these can be addressed through design and the school’s location within the site allocation, but could incur higher costs.
5. Pupil projections are a useful tool in planning for future needs, but they can be volatile, particularly in the medium to long term (e.g. after 5 years). Projections rely heavily on information about historical trends (e.g. births, migration), which makes them less reliable in times of significant demographic change.
6. Tower Hamlets is relatively small in terms of land area. The borough will continue to experience fast paced changes in terms of its built development, with the highest housing target in the adopted London Plan. At the same time, the borough has a number of areas with limited development potential due to design and heritage factors. There will be limited opportunity secure to sites large enough to accommodate schools, particularly secondary schools, in future Local Plans.

This approach ensures that the council is able to effectively plan for school places and meet its statutory duty. The alternative approach would be to allocate the exact number of sites to meet the projected need at that point in time, but this would put the council at serious risk of not meeting its legal duty to provide sufficient schools if, for example, sites were not delivered or the projected need increased during the plan period.

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Appendix Five - Summary of Funding Streams for the Development of School Sites

(a) DfE Basic Need Capital Grant

The principal source of capital funding for providing additional school places is the DfE Basic Need capital grant. The funding is allocated each year on a rolling basis, usually three years in advance. It is formula-based and does not reflect post-16 need or specific growth in numbers of pupils with high needs. The council will not receive any Basic Need funding in 2023-24; however, the council is expected to receive £1.6m in 2024-25, and a further £4.7m in 2025-24.

(b) DfE Special Provision Capital Funding and High Needs Provision Capital Allocation

The Government has provided Tower Hamlets with additional capital funding for the creation of new school places and to improve existing facilities for children and young people with Special Educational Needs (SEN) and disabilities. In Tower Hamlets, this funding amounts to £21.7m and was allocated over 6 years (2018-2024). This is made up of £6m Special Provision Capital Funding (SPCF) and £15.7m High Needs Provision Capital Allocation (HNPCA).

(c) Community Infrastructure Levy (CIL)

The council Community Infrastructure Levy (CIL) replaces s106 payments for the mitigation of the impact of new developments on school provision. CIL supports a range of infrastructure provision and is allocated alongside S106 through the Council's Capital Programme. The Council's Infrastructure Funding Statement sets out the Mayor's overall approach for investing CIL. 16% of CIL funding is allocated towards 'community, education and employment' which includes schools. £5m of CIL funding is expected to be available (£8m collected less £3m already allocated to projects). 25% of CIL funding (£12m) is also allocated toward the Local Infrastructure Fund (LIF) which must be spent in the neighbourhood area where it was collected and in consultation with local residents. A proportion of LIF funding could be put towards schools, depending on the location.

In addition to these funding streams that are specific to education, the council also has the option to use its reserves, capital receipts, and/or borrow to ensure that it can deliver on its strategic priorities and statutory duties. Following the closure of schools through earlier re-organisations the council is also in the position to add to its capital revenue through the disposal of sites that are considered surplus to requirements.


When the funding strategies for school projects are being developed, these funding sources are considered, and the funding allocated through the relevant governance and decision making arrangements. Funding has been allocated for the following school projects:

Project	Estimated cost	Funding Stream
Beatrice Tate Special School (48 to 60 expansion of existing school)	£6.5m. Works being developed for new accommodation to be available in 2024/25.	£1.970m Special Provision Capital Allocation, £2.449m High Needs Provision

		Capital Allocation, £1.994m S106, and £0.086k Basic Need
Hermitage Primary	£3m. Works to provide SEN (ASD) resource provision in 2024/25.	£0.145k Special Provision Capital Allocation, and £2,854m High Needs Provision Capital Allocation
Mulberry London Dock (6FE secondary and sixth form)	£75m for the full development of new school and local infrastructure for September 2024.	£53.6m from the DfE (Free Schools) Capital Grant and £21.4m funded by Basic Need, CIL/S106.

Further SEND projects in development requiring funding

Bowden House	Purchase of new fleet to enable the transportation of students to the provision	£0.140k High Needs Provision Capital Allocation
Alice Model Nursery School, 14 Beaumont Grove, London. E1 4NQ.	Adapting a room in the nursery school to support children with sensory needs/ autism.	£0.030k High Needs Provision Capital Allocation
Columbia Market Nursery School, Columbia Road, London. E2 7PG.	Adapting a room in the nursery school to support children with sensory needs/ autism.	£0.030k High Needs Provision Capital Allocation
John Smith Children's Centre, 90 Stepney Way, London. E1 2EN.	Convert and refurbish childcare rooms to meet clinical specifications to deliver SALT sessions for young children and their parents.	£0.030k High Needs Provision Capital Allocation
The Soanes Centre, Setpoint London East, Southern Grove, Mile End, London. E3 4PX	This project will upgrade the hygiene and toileting facilities so that children with complex needs will be able to benefit from the learning at the site.	£0.030k High Needs Provision Capital Allocation

<p>Cabinet</p> <p>21 February 2024</p>	 <p>TOWER HAMLETS</p>
<p>Report of: Steve Reddy, Interim Corporate Director Children’s Services</p>	<p>Classification: Unrestricted</p>
<p>Determination of School Admission Arrangements for 2025/26</p>	

Lead Member	Councillor Maium Talukdar Cabinet Member for Education and Lifelong Learning
Originating Officer(s)	Catherine Grace, Head of School Admissions
Wards affected	All wards
Key Decision?	Yes
Reason for Key Decision	Significant impact on wards
Forward Plan Notice Published	17/11/2023
Strategic Plan Priority / Outcome	Accelerating education

Executive Summary

This report presents recommendations for Cabinet to agree the Local Authority’s school admission arrangements for Tower Hamlets Community Schools and those schools for whom the Local Authority acts as the admission authority.

Recommendations:

The Mayor in Cabinet is recommended to:

1. Agree the Local Authority Relevant Area (geographical area) for admissions purposes.
2. Agree the admission policy for admission to Community Nursery Schools/Classes in 2025/26, as set out in Appendix A.
3. Agree the admission policy for admission to Community Primary Schools in 2025/26, as set out in Appendix B.
4. Agree the admission policy for admission to Community Secondary Schools in 2025/26 as set out in Appendix C.

5. Agree the schemes for co-ordinating admissions to the Reception Year and Year 7 for 2025/26, as set out in Appendix D.
6. Agree the scheme for co-ordinating 'In-Year' Admissions for 2025/26, as set out in Appendix E.
7. Agree the planned admission number (PAN) for each school in Tower Hamlets in 2026/26, as set out in Appendix F.
8. Note the specific equalities considerations as set out in Paragraph 4.1.

1 REASONS FOR THE DECISIONS

- 1.1 The Local Authority decides and implements its school admission arrangements through local consultation and collaboration, enabling it to fully understand and meet circumstances in its area. In doing so, the Local Authority seeks to provide a clear framework intended to ensure that arrangements are lawful, reasonable and minimise delay to children accessing education.
- 1.2 The proposed schemes, consultation and recommendations in this report are consistent with the Local Authority's statutory duties as set out in the most recent revision of the Department for Education's School Admissions Code (2021).
- 1.3 The statutory timetable for the determination of School Admission Arrangements 2025/26 is as follows:

Date	Duty
Between 1 October 2023 and 31 January 2024	Consultation for a minimum of six weeks
By 28 February 2024	Determination (formal agreement) of admission arrangements
By 15 March 2024	Publication of admission arrangements
From 1 September 2024	Applications open for admission in September 2025

- 1.4 The co-ordination of all admission arrangements, including nursery and 'in-year' together with school catchment areas provide a framework to plan the provision of school places more coherently, taking account of existing and future school locations; travelling distance; pupil migration and changes in neighbouring boroughs.

2 ALTERNATIVE OPTIONS

- 2.1 When changes are proposed to the school admission arrangements, the Local Authority has a statutory duty to consult and determine the arrangements that will apply for applications to its community schools the

following school year, and to formulate a compliant scheme for co-ordinating admissions at the main points of entry (i.e. Reception, Year 3 for junior schools and Year 7 for transfer from primary to secondary school). If Cabinet fails to take such action the Local Authority would be acting contrary to the law.

- 2.2 The recommendations in this report have been prepared with regard to the need for arrangements to be clear, objective, and fair. Due consideration has been given to alternative admission arrangements, but any alternative action could lead to inequality and leave the Local Authority open to legitimate complaint and legal challenge. If Cabinet wished to consider adoption of alternative arrangements, then full consideration would need to be given to the guidance provided, particularly as to the legal requirements.

3 DETAILS OF THE REPORT

- 3.1 The Local Authority must consult the public on its school admission arrangements if it wants to propose changes and at least once every 7 years, even if there are no proposed changes. This is to ensure transparency, openness, and relevance in our arrangements and to give parents and the wider community opportunity to make informed representation, which can then be considered as part of the determination of the arrangements.
- 3.2 A public consultation commenced on 26 October 2023 and concluded on 2 January 2024. An analysis of the responses is included as Appendix H to this Cabinet report. In summary, the consultation was promoted with a wide range of stakeholders and other interested groups including residents, schools and their governing bodies, neighbouring Local Authorities, Members, Local Authority employees. Promotions were delivered through the 'Let's Talk Tower Hamlets' and Local Authority websites, direct emails, social media, bulletins and newsletters, agenda items at a Joint Consultative meeting and Transition Team led informal face to face events.
- 3.3 Respondents included parents, school staff, Headteachers and Governors. The consultation website was visited **540** times, **94** viewed the survey, with **15** responses received. The majority of respondents agreed with the proposed admission arrangements, including the significant change to banding arrangements. Informal feedback in meetings and conversations were positive and supportive and indicate that those that were interested in the consultation did not feel the need to respond because the proposed changes, whilst considerable are not contentious and will not lead to disadvantage.
- 3.4 The Tower Hamlets School Admission Forum, representative of schools, parents, community organisations and other key stakeholders in the admission process discussed and agreed the proposals at its meeting on the 18 October 2023. The forum is one of the 15 respondents.

Church, Academy & Free Schools

- 3.5 Church, Academy and Free Schools are responsible for determining their own admissions policies. They will therefore consult separately and especially when changes are being proposed. Although these schools decide on their own admissions, they must participate in the Local Authority’s determined arrangements for coordinating admissions for entry to primary and secondary school as set out in paragraphs 3.13 – 3.15 below.
- 3.6 Central Foundation Girls’ School, George Green’s School, London Enterprise Academy, Mulberry Academy London Dock, Mulberry Academy Shoreditch, Mulberry School for Girls and Mulberry Stepney Green Maths, Computing and Science College have adopted the same admission arrangements as our community secondary schools.

Nursery Admissions Arrangements (Appendix A)

- 3.7 The Local Authority has a central system and process for co-ordinating admissions to nursery schools and classes. This scheme enables parents to apply online for a nursery place at a Tower Hamlets community nursery school, a nursery class or Early Years Unit attached to a community primary school. These schools offer a mixture of part-time and full-time places for children aged 3 to 5 (inclusive).
- 3.8 There are no proposed changes to nursery admission arrangements 2025/26.
- 3.9 Out of 15 individual full responses, 15 respondents (100%) agreed with the proposal.

Primary School Admission Arrangements (Appendix B)

- 3.10 Co-ordination continues to ensure positive outcomes for Tower Hamlets residents with a high proportion of children gaining a place at a nearby primary school. The percentage of Tower Hamlets children securing a place at one of their parent’s top three preferences has remained broadly in line with the London average, as shown in the table below:

School Year	% of LBTH children securing a place at one of their top three preferences of primary school	London Average
2023/24	97.7%	97%
2022/23	96.7%	97%
2021/22	95.3%	96.5%
2020/21	96.7%	95%

- 3.11 There are no proposed changes to primary admission arrangements 2025/26.
- 3.12 Out of 15 full individual responses, 14 respondents (93.3%) agreed with the proposal. 1 respondent (6.7%) did not agree with the proposal.

Secondary School Admission Arrangements (Appendix C)

- 3.13 The outcomes for children starting secondary school also remain positive and broadly in line with the London average, with the percentage of Tower Hamlets children securing a place at one of their top three preferences for the past three years shown in the table below:

School Year	% of LBTH children securing a place at one of their top three preferences of secondary school	London Average
2023/24	84.9%	89%
2022/23	88.2%	89%
2021/22	88.5%	87%
2020/21	88.9%	88%

- 3.14 However, the small but noticeable trend down in the Tower Hamlets percentage success rates over previous years reflects the pressure on secondary school places as a result of rising Year 7 pupil numbers. This was amplified in 2023/24 as the new Mulberry Academy London Dock did not open. Outcomes are expected to improve as the school opens in September 2024.

Proposed Changes to Banding Assessment

- 3.15 Tower Hamlets has always used a 'local' banding system to ensure that the Year 7 intake at secondary school is balanced across the pupil ability ranges. The current system assigns pupils to bands using a teacher assessment of their reading level, based on the range of ability of pupils in the borough's schools at the end of Year 5. Pupils are grouped in one of four bands (A, B, C and D – D being the highest level). The Local Authority is proposing to update its method of banding with a more wholistic approach, which takes account of a wider range of abilities than just a pupil's reading level. This proposed new method of banding will use a digital CATS4 assessment.
- 3.16 Out of 15 full individual responses, 10 respondents (66.7%) agreed with the proposal. 5 respondents (33.3%) did not agree with the proposal.
- 3.17 Details of the proposed changes to banding can be found in Appendix G. A full analysis of the consultation results is provided in Appendix H.

Co-ordinated Admission Scheme – Reception, Year 3 and Year 7 (Appendix D)

- 3.18 The Local Authority has a statutory responsibility to co-ordinate admissions for children starting primary school, moving from infant to junior school and those transferring from primary to secondary school. The aim is to ensure that as many children as possible receive a single highest preference offer of a

school place at the earliest stage. The scheme and timetable are devised in conjunction with the other London Local Authorities which enables parents to apply for a place in their own borough as well as in other boroughs using a single application form.

- 3.19 There are no proposed changes to the existing coordinated scheme for admissions to Reception, Year 3, and Year 7 for the 2025/26 school year other than an update to the dates to reflect the calendar years.
- 3.20 Out of 15 full individual responses, 13 respondents (86.7%) agreed with the proposal. 2 respondents (13.3%) did not agree with the proposal.

Co-ordinated Admission Scheme – In-Year Admission (Appendix E)

- 3.21 The Local Authority also co-ordinates admissions for children who require a school place outside of the normal points of entry.

School Year	In-Year applications processed with at least one preference
2023/24	1332 (autumn term only)
2022/23	2603
2021/22	3101
2020/21	3168
2019/20	2180

- 3.22 We have seen current demand grow from 2180 applications naming at least one preference school (2019-20), to a high of 3168 (202/21) to 2603 (2022/23). These increased numbers are expected to remain higher than pre-pandemic levels and may be rising again. The autumn term saw 1332 applications received, compared to 1077 in the same term last year. Many of these are new arrivals to the borough, including from abroad, and not currently attending school. Migration into, and out of the borough as well as considerable movement within the borough can account for much of the increase in numbers.
- 3.23 Coordinated in-year admission is not a statutory requirement, but it is an essential safeguarding provision that provides the Local Authority with the most effective way of ensuring that children missing from education can be identified and supported back into school quickly, particularly vulnerable children and children who have experienced more complex problems and would therefore face tougher obstacles to them getting back into suitable education.
- 3.24 A scheme for coordinating in-year admissions is essential at a time when the numbers of children requiring school places outside the normal points of entry (i.e. Reception Year and Y7) remains high. The Local Authority and its schools have put in place a number of measures to support existing residents

and new arrivals to the area, including an established Fair Access Protocol that enables vulnerable children to be placed in education provision quickly as well as ensuring that every school takes its fair share of children who are difficult to place.

- 3.25 There are no proposed changes to the existing coordinated scheme for in-year admissions for the 2025/26 school year other than an update to the dates to reflect the calendar years.
- 3.26 Out of 15 full individual responses, 13 respondents (86.7%) agreed with the proposal. 2 respondents (13.3%) did not agree with the proposal.

Published Admission Numbers for Schools in Tower Hamlets (Appendix F)

- 3.27 The Published Admission Number (PAN) sets the maximum number of children that each school will admit to the reception year (primary), Year 7 (secondary) or Year 9 (UTC) in the school year 2025/26. The proposed PANs for each school in Tower Hamlets are listed in Appendix H.
- 3.28 12 respondents (80%) agreed with the proposed planned admission numbers across all Tower Hamlets schools, 3 (20%) did not agree.

4 EQUALITIES IMPLICATIONS

- 4.1 The Local Authority aims to establish and promote admission arrangements that seek to eradicate inequality and maximise the accessibility of school places. These policies are circumscribed by law and statutory guidance. They comply with equalities legislation and, as far as possible, are inclusive of the community. The Local Authority is also mindful of its duty to ensure that school admission decisions meet parental preference, where possible. It monitors outcomes to ensure that any proposed policy change explain the background, identifies the issues of concern, and highlights the potential benefits.

5 OTHER STATUTORY IMPLICATIONS

- 5.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:
- Best Value Implications,
 - Consultations,
 - Environmental (including air quality),
 - Risk Management,
 - Crime Reduction,
 - Safeguarding.
 - Data Protection / Privacy Impact Assessment.

Best Value

- 5.2 Best Value is a core objective of the proposals outlined as they seek to secure the best outcomes for the population in the context of fair access to high quality local school provision.

Environmental Implications

- 5.3 The underpinning principle of the admission policy for community schools is to provide **local places for local children**. This reduces the need for pupils to travel long distances to school as well as the impact of school transportation on the environment. The existing admission arrangements, aligned with the Authority's pupil place planning strategy, seek to alleviate pressures on school places in parts of Tower Hamlets as well as reduce the number of children who are travelling out of their immediate areas to access a school place.

Risk Management Implications

- 5.4 Admission arrangements must be reviewed periodically in accordance with the School Admissions Code (2021). Failure to do so could lead to legal challenge and a loss of confidence in Tower Hamlets as an admission authority.
- 5.5 Although, in practice, the Local Authority maintains a high standard in ensuring that a very high percentage of families obtain a place at one of their preferred schools, there is still the need for it to regularly monitor and review its school admissions arrangements. The Local Authority also needs to ensure that these arrangements continue to provide fair and equal access to school places for all children. The risk of not implementing the proposed policies could mean that arrangements would no longer reflect these underlying social equity principles.

Safeguarding Implications

- 5.6 These proposals, particularly the arrangements for the Local Authority to co-ordinate admissions at all points of entry, enable it to work collaboratively with schools and other agencies to safeguard and promote the well-being of all children in the borough, particularly our most vulnerable.

6 COMMENTS OF THE CHIEF FINANCE OFFICER

- 6.1 School admissions are managed through the School Admission service which is funded from the Dedicated Schools grant (DSG). There are no financial implications to the General Fund contained within this report.
- 6.2 The total cost of the proposed new method of banding (the digital CATS4 assessment) will be met from contributions by the Tower Hamlets secondary schools, with each secondary school contributing a proportion of the total cost based on the level of their applications.

7 COMMENTS OF LEGAL SERVICES

- 7.1 A local authority has a general duty under Chapter III of the Education Act 1996 to ensure that sufficient primary and secondary education is available to meet the needs of the population of their area. In addition, the Education and Skills Act 2008 requires local authorities to exercise their functions so as to promote the participation of young people aged 16-18 in education and training.
- 7.2 Statutory guidance (the School Admissions Code, published in January 2021) sets out the requirements imposed on a local authority relating to school admissions.
- 7.3 The School Admissions Code and the School Admissions (Admission Arrangements and Co-Ordination of Admission Arrangements (England) Regulations 2012 set out detailed requirements for consultation on proposed changes to school admission arrangements. Consultation must take place when changes are proposed, or every 7 years if no changes have been proposed.
- 7.4 The Code and Regulations also set out the details of people and bodies which must be consulted.
- 7.5 In exercising its functions a local authority must have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different groups. A local authority must also make arrangements to secure continuous improvement in the way its functions are exercised, having regard to a combination of economy, efficiency and effectiveness (the 'best value duty').
- 7.6 The matters set out in this report comply with the above legislation and guidance.

Linked Reports, Appendices and Background Documents

Linked Report

- NONE

Appendices

- **Appendix A**
Proposed admission policy for Tower Hamlets community nursery schools & classes in 2025/26.
- **Appendix B**
Proposed admission policy for Tower Hamlets community primary schools in 2025/26.
- **Appendix C**
Proposed admission policy for Tower Hamlets community secondary schools in 2025/26.

- **Appendix D**
Proposed co-ordinated schemes for admission to nursery, Reception, and Year 7 for 2025/26
- **Appendix E**
Proposed co-ordinated scheme for In-Year admissions for 2025/26
- **Appendix F**
Proposed published admission numbers for Tower Hamlets School 2025/26
- **Appendix G**
Proposed Changes to Banding
- **Appendix H** Consultation results & analysis

Background Documents – Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2012

- NONE

Officer contact details for documents:

N/A

TOWER HAMLETS CHILDREN AND CULTURE

Proposed Admission Policy for Community Nursery Classes and Schools (2025/26)



Version: 1.0

Date issued: Proposed

Prepared by: Pupil Access and School Sufficiency
Children and Culture Directorate

Review date: January 2025



Admissions Policy for LBTH Community Nursery Schools and Classes (2025/26)

1.	Introduction
1.1	Nursery education is provided in a range of settings in Tower Hamlets. This policy is for nursery education provided in community schools. Children will normally attend either a nursery school or a nursery class attached to a primary school. Some schools provide nursery education in an Early Years Unit attached to their school (EYU). The EYUs accept children aged from three to five years inclusive. All of these schools offer a mixture of part time places and full time places.
1.2	In this policy the term 'school' refers to a nursery school, a nursery class attached to a primary school or a school with an EYU.
2.	Nursery Entitlement
2.1	All children aged three and four are entitled to 15 hours a week free nursery education during school term times (38 weeks a year), from the term following their third birthday until they reach compulsory school age i.e. the term after their fifth birthday.
2.2	An additional free 15 hours will only be available for families where both parents are working (or the sole parent is working in a single-parent household). Typically each parent must earn at least the national minimum or living wage for 16 hours a week and less than £100,000 a year to be eligible.
2.3	Parents considering sending their child to a playgroup as well as a nursery class may wish to think about what impact this would have on their child and how they would cope with the two environments. The adjustment is often very demanding and confusing for children of this age and much of the benefit from either setting could be lost. Once children take up a nursery place, it is in their interests to remain at that school until they have to move on because of their age. Children take at least a term to settle and can find it very upsetting to move at this stage. Transfers are only considered if a family has moved from the area or on exceptional grounds.
3.	Age of Admission to a Nursery School/Class
3.1	Parents who would like a nursery place for their child should get in touch with the preferred school when the child reaches the age of two.
3.2	The actual age at which a child can start will depend on the number of places available but will not be before the term after they turn three. In exceptional circumstances a child may start in the term they turn three, but this will need agreement from the Local Authority.
3.3	Parents of children born between 1 September 2021 and 31 August 2022 can apply for a part-time Nursery place in September 2025 through the coordinated admission scheme.
4.	Applying for a Place
4.1	Applications can be made by parents or carers with parental responsibilities who are residents of Tower Hamlets and professionals with parents' agreement.
4.2	How to apply for a primary school place is set out in the Local Authority's school admissions booklet, 'Starting Nursery in Tower Hamlets'. Applications are then co-ordinated for all the schools in the Tower Hamlets area in accordance with the Authority's published scheme. The scheme can be viewed on the following webpage: School admissions (towerhamlets.gov.uk)
4.3	The closing date for applications is 14 February 2025 and the date on which families are sent notification of the outcome is 7 May 2025 .

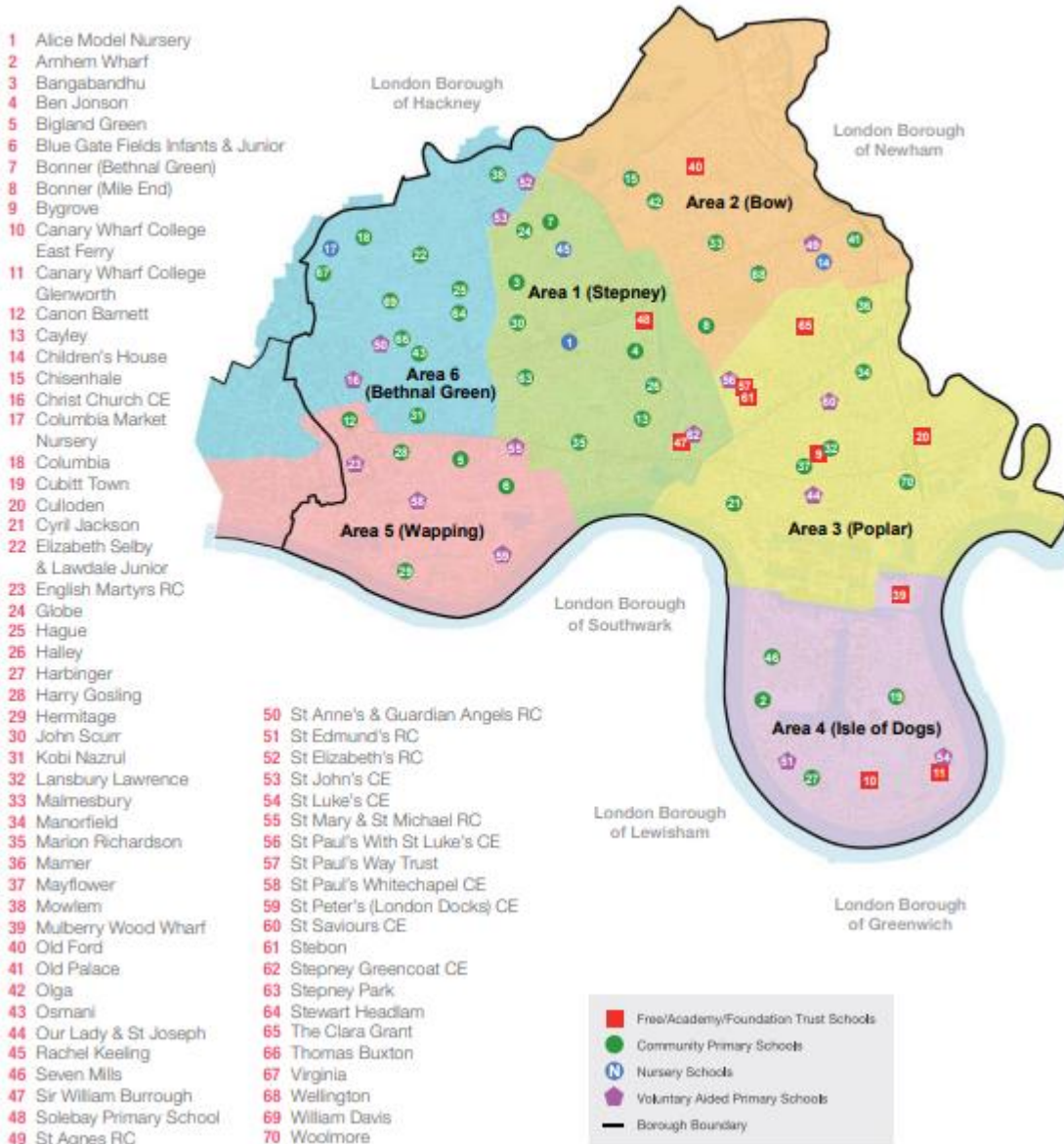
Admissions Policy for LBTH Community Nursery Schools and Classes (2025/26)

5.	How Decisions are Made
5.1	Decisions on applications for nursery places are made in accordance with the criteria and arrangements set out below. Children who attend a school's nursery class do not have priority for admission to the reception year as decisions on primary school admissions are taken separately.
6.	Oversubscription Criteria
6.1	<p>If a community school receives more nursery applications than places available, the decision on whether or not a place can be offered will be made in accordance with the admission criteria set out in priority order below:</p> <ol style="list-style-type: none"> 1) Children looked after by the local authority including adopted children who were previously looked after, children who leave care under a special guardianship or residence order and adopted children who were previously in state care outside of England (See Note 1) 2) Children for whom it is deemed there is strong educational, medical or social reason to attend the school applied to. This can include the parents', carers' or other family members' medical conditions and the family's social needs. Parents must complete the relevant section on the application form and attach medical and/or social reports from a suitable professional (e.g. a doctor or social worker) to support the application. (See Note 2); 3) Children living within the catchment area who have a sibling attending the school (including separate infants and junior schools) and who will continue to do so on the date of admission (See Note 3); 4) Children whose parent is a member of staff who has been employed at the school concerned for two or more years at the time of application and/ or children of a member of staff who has been recruited to fill a vacancy for which there is a demonstrable skill shortage (See Note 4); 5) Children who live within the catchment area of the school and for whom the school applied for is their nearest community school within the catchment area (See Note 5); 6) Other children from within the catchment area of the school; 7) Children living outside of the catchment area with a sibling at the school; 8) Children living outside of the catchment area of the school applied to.
6.2	In the event of oversubscription within categories 2 to 8 above, priority will be given to children who live closest to the school by the shortest walking distance (See Note 5).
6.3	Should two or more children live an equal distance from the school, including instances where more than one child lives in a multi-occupancy building, the offer of a place will be decided by random allocation.

6.4	<p>Note 1: Confirmation of a child’s looked after status will be required.</p> <p>A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Parents must provide documentary evidence of both adoption and that the child was in state care for the local authority to consider.</p> <p>Note 2: Applications under this category are considered by the Primary to Secondary Transfer Committee, comprising a Headteacher, a senior member of the Attendance and Welfare Service and a medical professional. The Committee will decide whether the application should be given priority under this category.</p> <p>Note 3: Sibling refers to brother or sister, half brother or sister, adopted brother or sister, stepbrother or sister, or the child of the parent/carer’s partner. In every case, the child should be living in the same family unit at the same address. The address used should be the one that the child usually lives at and attends school from.</p> <p>Note 4: Priority will be limited to one place for each nursery class. The staff applicant must complete the relevant section on the application form and attach documentation supporting admission on these grounds. It is the staff applicant’s sole responsibility to provide this information. Without the provision of the relevant documents, the child will not be considered on these grounds.</p> <p>Note 5: A digitised ordnance survey map is used to measure the distance from the home address to the school’s designated official entrance.</p> <p>Note 6: Private, independent, academy and voluntary aided school nurseries have their own admission policy.</p>
7.	<p>Catchment Area</p>
7.1	<p>The school catchment area is the defined area in which a school is located. It is generally bounded by major roads and/or railway/canal. The catchment area for each Tower Hamlets Community school is set by the Local Authority and designed to ensure that each address in the borough falls into the catchment area of local school. Details of community schools within the catchment area for a particular address can be viewed on the Local Authority’s website: http://www.towerhamlets.gov.uk/equalchance.</p>
8.	<p>Part-Time and Full -Time Places</p>
8.1	<p>All children will be considered for a part-time place (15 hours per week). Only working parents will be eligible for a full-time place (30 hours per week). Working parents who wish to be considered for a full-time place will need to check their eligibility no earlier than 3 months before their child’s 3rd birthday. This can be done online at www.gov.uk/childcare-calculator. Eligible parents will receive a code which must be given to the school once a part-time place has been offered.</p>
8.2	<p>It is important that the Common Application Form is completed online and all relevant information is provided to support the child’s application. The information on the form will determine admission to the school.</p>

9.	Late Applications
9.1	Applications received after the 14 February 2025 will be treated as late applications unless there is evidence to show that the application or amendment could not reasonably have been made on time. A new preference or change in the order of preferences will not be accepted after the closing date unless the circumstances are deemed to be exceptional. Late applications will be dealt with after all on time applications have been considered. Where a school is oversubscribed late applications will be refused and placed on the waiting list in accordance with the admission criteria.
9.2	Where the Local Authority has determined there are exceptional circumstances for the late submission of an application it will be treated as 'on time' and, where possible, considered alongside existing applications.
10.	Waiting List
10.1	All children will automatically be added to the waiting lists of higher preference nurseries than the one offered, unless parents ask to remove their child from a waiting list.
10.2	Waiting lists for tower Hamlets community nurseries will be kept and maintained by the Local Authority in line with the oversubscription criteria.
10.3	Waiting lists for own admission authority schools i.e. voluntary aided schools, academies and free schools, will be kept and maintained by the school itself.
10.4	If parents wish for their child to remain on the Nursery waiting list after December , they must complete an In-Year Application . Please note that transfers take place at the beginning of each term. Full details, including the timetable can be viewed on the Council website .
10.5	If a vacancy arises, it will be offered to the first applicant on the waiting list.
10.6	Proximity to school will determine priority where there are competing claims to a place under each of the criteria.
10.7	Distances will be measured by the shortest walking route from the home address to the nearest available pupil entrance in constant use to the school, using a computerised digitised map
10.8	Should two or more children live an equal distance from the school, including instances where more than one child lives in a multi-occupancy building, the offer of a place will be decided by random allocation.
11.	Twins and Multiple Births
11.1	For applications made in the normal admission round, if the last child to be offered a place is a twin and their sibling cannot be offered initially, the school will ensure both twins are offered a place. In the case of triplets or other multiple births, if the majority of children can be offered a place initially, the school will offer places to the remaining children. For example, if two triplets can be offered a place, the remaining child will also receive an offer of a place.
12.	Parents wishing to make representation about nursery decisions
12.1	Parents who are dissatisfied with the outcome of the nursery application should contact the headteacher of the school in the first instance. If they remain dissatisfied then they should contact the Head of School Admissions.
12.2	Parents do not have the statutory right of appeal against the decision to refuse their child a nursery place.

Tower Hamlets Primary Schools for 2024/25 Catchment areas



Tower Hamlets Primary Schools for 2024/25 Catchment area 1 (Stepney)

Schools in the catchment area

Community schools:

- 1 Alice Model Nursery
- 3 Bangabandhu
- 4 Ben Jonson
- 7 Bonner (Bethnal Green)
- 13 Cayley
- 24 Globe
- 26 Halley
- 30 John Scurr
- 35 Marion Richardson
- 45 Rachel Keeling Nursery
- 63 Stepney Park

Voluntary primary schools:

- 62 Stepney Greencoat CE

Academy/Free schools:

- 47 Sir William Burrough
- 48 Solebay – a Paradigm Academy
(uses same admissions policy as
community schools)

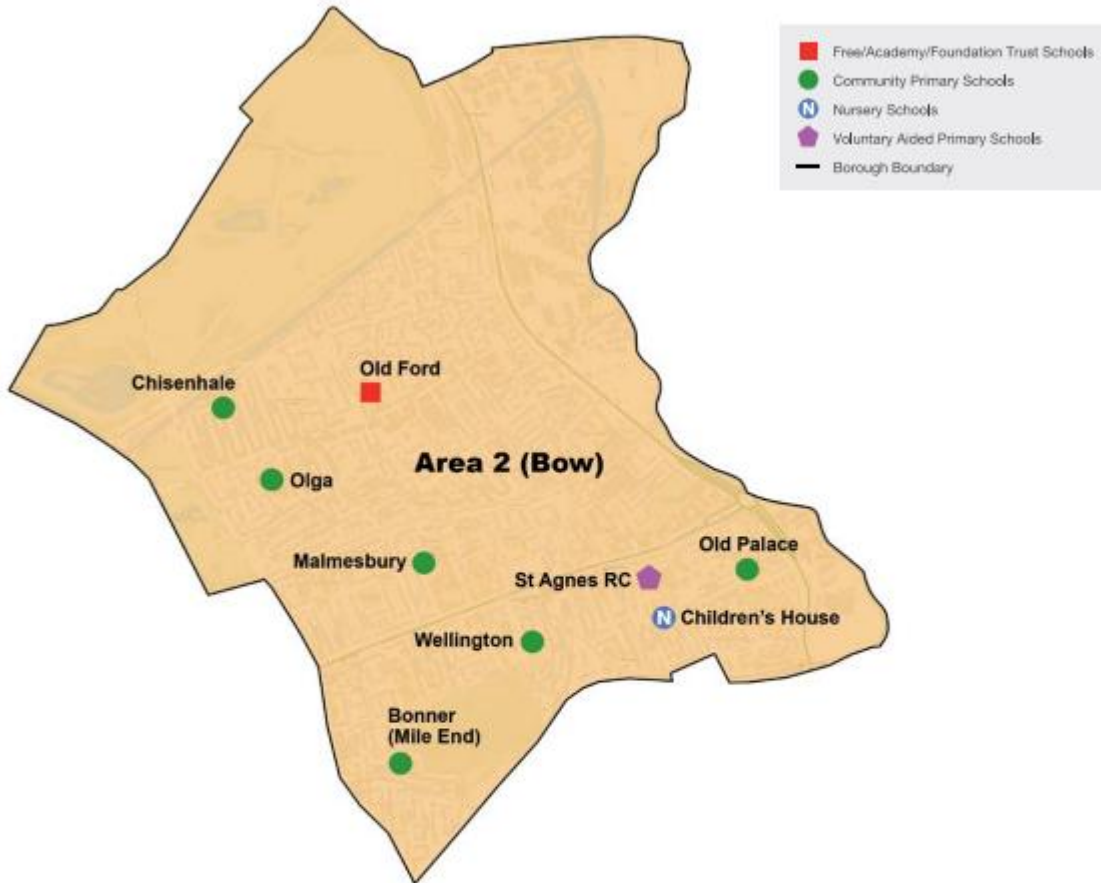


Area covered

- South of Approach Road and Old Ford Road
- West of Regents Canal (up to the Railway Bridge on Grove Road)
- West of Grove Road and Burdett Road
- North of Limehouse Cut from Burdett Road to River Thames
- North of River Thames
- East of Brodlove Lane and Devonport Street
- East of Lukin Street
- North of Commercial Road (from Lukin Street to Sidney Street)
- East of Sidney Street and Cambridge Heath Road



Tower Hamlets Primary Schools for 2024/25 Catchment area 2 (Bow)



Schools in the catchment area

Community schools:

- 8 Bonner (Mile End)
- 14 Children's House Nursery
- 15 Chisenhale
- 33 Malmesbury
- 41 Old Palace
- 42 Olga
- 68 Wellington

Voluntary primary schools:

- 49 St Agnes RC

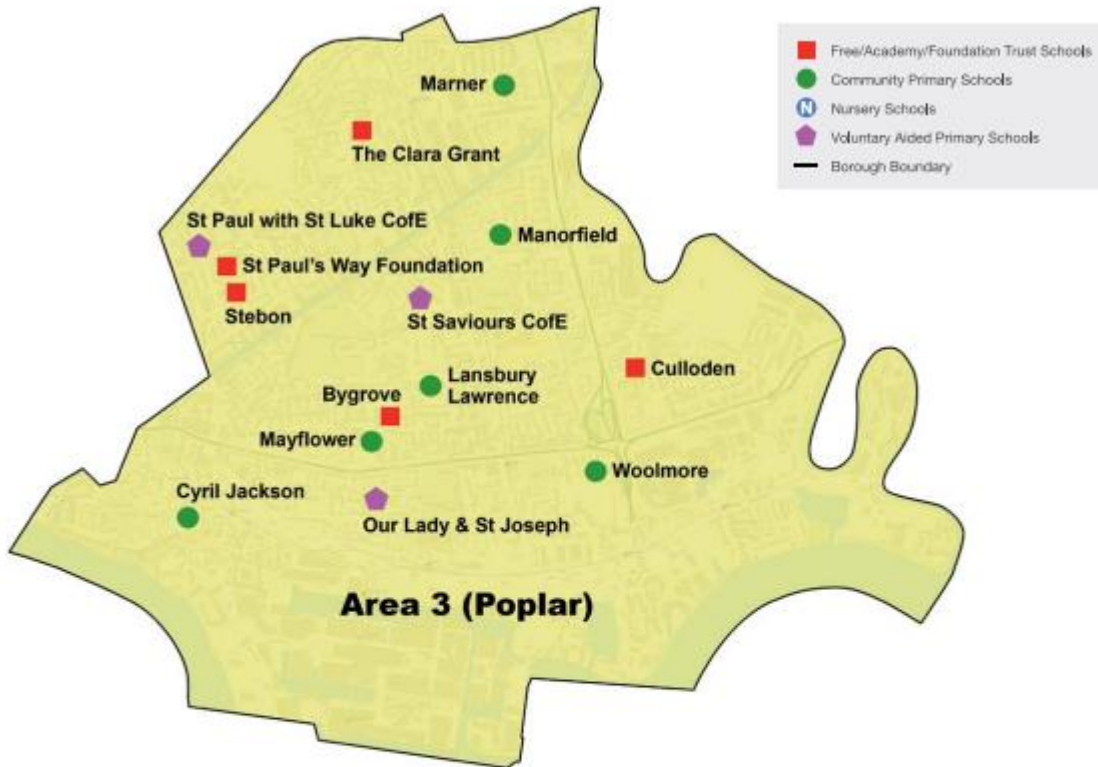
Academy/Free schools:

- 40 Old Ford – a Paradigm Academy (uses same admissions policy as community schools)

Area covered

- South of Approach Road and A106 Victoria Park Road
- South of Cadogan Terrace
- West of River Lea
- East of Regents Canal (from Railway Bridge on Grover Road) and Burdett Road
- North of the railway line connecting Limehouse and Bromley by Bow

Tower Hamlets Primary Schools for 2024/25 Catchment area 3 (Poplar)



Schools in the catchment area

Community schools:

- 21 Cyril Jackson
- 32 Lansbury Lawrence
- 34 Manorfield
- 36 Marners
- 37 Mayflower
- 70 Woolmore

Voluntary primary schools:

- 44 Our Lady & St Joseph RC
- 56 St Paul's with St Luke's CE
- 60 St Saviours CE

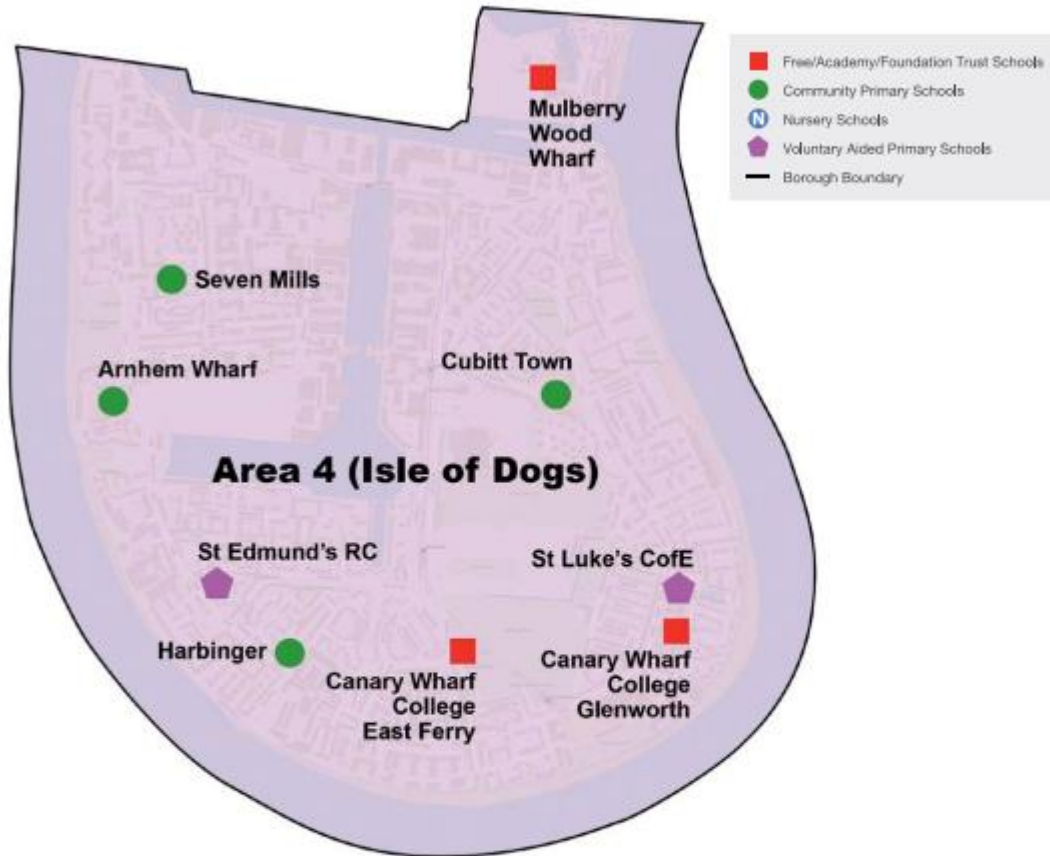
Academy/Free schools:

- 9 Bygrove (uses same admissions policy as community schools)
- 20 Culloden – a Paradigm Academy (uses same admissions policy as community schools)
- 57 St Paul's Way Trust (uses same admissions policy as community schools)
- 61 Stebon (uses same admissions policy as community schools)
- 65 The Clara Grant (uses same admissions policy as community schools)

Area covered

- South of the railway line connecting Limehouse and Bromley by Bow
- West of River Lea
- East of Burdett Road and the River Thames
- North of Blackwall Basin

Tower Hamlets Primary Schools for 2024/25 Catchment area 4 (Isle of Dogs)



Schools in the catchment area

Community schools:

- 2 Arnhem Wharf
- 19 Cubitt Town
- 27 Harbinger
- 46 Seven Mills

Voluntary primary schools:

- 51 St Edmund's RC
- 54 St Luke's CE

Academy/Free schools:

- 10 Canary Wharf College East Ferry
- 11 Canary Wharf College Glenworth
- 39 Mulberry Wood Wharf
(uses same admissions policy as community schools)

Area covered

- South of Blackwall Basin
- North of River Thames

Tower Hamlets Primary Schools for 2024/25 Catchment area 5 (Wapping)



Schools in the catchment area

Community schools:

- 5 Bigland Green
- 6 Blue Gate Fields Infants & Junior
- 12 Canon Barnett
- 28 Harry Gosling
- 29 Hermitage

Voluntary primary schools:

- 23 English Martyrs RC
- 55 St Mary & St Michael RC
- 58 St Paul's Whitechapel CE
- 59 St Peter's (London Docks) CE

Area covered

Tower Hamlets

- South of Wentworth Street (up to Osborn Street)
- South of Commercial Road (from Whitechurch Lane to Lukin Street)
- South of Poonah Street
- West of Lukin Street, Devonport Street and Brodlove Lane
- North of River Thames
- East of Trinity Square, Mansell Street and Middlesex Street

City of London

- South of Cornhill, Leadenhall Street, Aldgate High Street
- South of Harrow Place (from White Kennet Street)
- West of Middlesex Street, Mansell Street and Trinity Square
- North of River Thames
- East of King Williams Street

Tower Hamlets Primary Schools for 2024/25 Catchment area 6 (Bethnal Green)

Schools in the catchment area

Community schools:

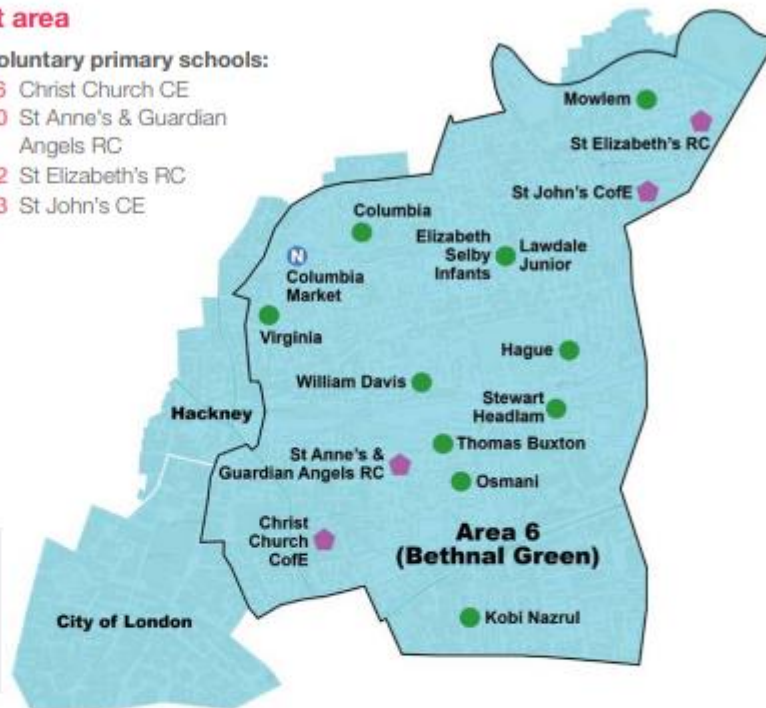
- 17 Columbia Market Nursery
- 18 Columbia
- 22 Elizabeth Selby Infant*
- 22 Lawdale Junior*
- 25 Hague
- 31 Kobi Nazrul
- 38 Mowlem
- 43 Osmani
- 64 Stewart Headlam
- 66 Thomas Buxton
- 67 Virginia
- 69 William Davis

*Linked infant and junior schools

Voluntary primary schools:

- 16 Christ Church CE
- 50 St Anne's & Guardian Angels RC
- 52 St Elizabeth's RC
- 53 St John's CE

- Free/Academy/Foundation Trust Schools
- Community Primary Schools
- N Nursery Schools
- Voluntary Aided Primary Schools
- Borough Boundary



Area covered

Tower Hamlets

- South of Hackney Road (from Shoreditch High Street to Goldsmiths Row), South of Teale Street Pritchard's Road and Regent's Canal
- West of Approach Road and Old Ford Road
- West of Cambridge Heath Road and Sidney Street
- North of Commercial Road (from Sidney Street to Whitechurch Lane)
- North of Wentworth Street (from Osborn Street to Middlesex Street)
- East of Middlesex Street, Norton Folgate and Boundary Street

Hackney

- South of Ash Grove and Earlston Grove
- East of Fremont Street
- West and South of Christchurch Square
- North of Regent's Canal (up to Ash Grove)
- South of Dunkoe Street (from Dawson Street to Columbia Road)
- West of Columbia Road
- North of Hackney Road
- East of Weymouth Terrace (from Hackney Road to 14 Dunloe Court)
- South of Cremer Street
- West of Hackney Road, Boundary Street and Shoreditch High Street
- North of Worship Street East of Scrutton Street, Christina Street, Gatesborough Street, Great Eastern Street and Curtain Road
- East of Shoreditch High Street (from Rivington Street to Waterson Street) and Nazrul Street City of London
- South of South Place, Sun Street, Appold Street and Worship Street
- West of Norton Folgate and Bishopsgate
- North of Cornhill
- East of Prince's Street and Moorgate

TOWER HAMLETS CHILDREN AND CULTURE Admission Policy for Community Primary Schools (2025/26)



Version: 1.0

Date issued: Proposed

Prepared by: Pupil Access and School Sufficiency
Children and Culture Directorate

Review Date: January 2025



1.	Foreword
1.1	Tower Hamlets Local Authority seeks to operate an admissions system that provides equal and fair opportunities to all applicants. This includes having due regard to children living in areas where there are limited options in applying for a local school place.
1.2	The Local Authority's community school admissions policy has been determined following approval by Corporate Director and Lead Cabinet Member. It is reviewed annually by the Tower Hamlets School Admission Forum, a group representative of all key stakeholders including parents, headteachers, school governors, diocesan bodies and community organisations.
2.	Children with Education, Health and Care Plans
2.1	Children with an Education, Health and Care Plan naming the school applied to must be offered a place. This process is separate from the standard admission arrangements set out below.
3.	Oversubscription Criteria
3.1	<p>In cases where a school is then oversubscribed places will be filled in the following priority order:</p> <ol style="list-style-type: none"> 1) Children looked after by the local authority including adopted children who were previously looked after, children who leave care under a special guardianship or residence order and adopted children who were previously in state care outside of England (See Note 1) 2) Children for whom it is deemed there is strong medical or social reason to attend the school applied to. This can include the parents', carers' or other family members' medical conditions and the family's social needs. Parents must complete the relevant section on the application form and attach medical and/or social reports from a suitable professional (e.g. a doctor or social worker) to support the application. (See Note 2); 3) Children living within the catchment area who have a sibling attending the school (including separate infants and junior schools) and who will continue to do so on the date of admission (See Note 3); 4) Children whose parent is a member of staff who has been employed at the school concerned for two or more years at the time of application and/ or children of a member of staff who has been recruited to fill a vacancy for which there is a demonstrable skill shortage (See Note 4); 5) Children who live within the catchment area of the school and for whom the school applied for is their nearest community school within the catchment area; 6) Other children from within the catchment area of the school; 7) Children living outside of the catchment area with a sibling at the school; 8) Children living outside the catchment area.

3.2	In the event of oversubscription within any of the categories 2 to 8 above, priority will be given to children who live closest to the school by the shortest walking distance. A digitised Ordnance Survey map is used to measure the distance from the home address to the school's designated official entrance.												
3.3	Should two or more children live an equal distance from the school, including instances where more than one child lives in a multi-occupancy building, the offer of a place will be decided by random allocation.												
3.4	<p>Note 1: Confirmation of a child's looked after status will be required.</p> <p>A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Parents must provide documentary evidence of both adoption and that the child was in state care for the local authority to consider.</p> <p>Note 2: Applications under this category are considered by the Primary to Secondary Transfer Committee, comprising a Headteacher, a senior member of the Attendance and Welfare Service and a medical professional. The Committee will decide whether the application should be given priority under this category.</p> <p>Note 3: Sibling refers to brother or sister, half brother or sister, adopted brother or sister, stepbrother or sister, or the child of the parent/carer's partner. Resident at the same address. The address used should be the one that the child usually lives at and attends school from.</p> <p>Includes the sibling of child who does not live within the school's catchment area, but who was admitted on or before 23 July 2024.</p> <p>Note 4: Priority will be limited to one place for each form of entry in any year, with an additional maximum limit dependant on the size of the school as follows:</p> <table border="1" data-bbox="209 1249 1315 1435"> <thead> <tr> <th>Planned admissions number</th> <th>Max per year group</th> <th>Max per school</th> </tr> </thead> <tbody> <tr> <td>30 to 45 pupils</td> <td>1</td> <td>4</td> </tr> <tr> <td>50 to 60 pupils</td> <td>2</td> <td>8</td> </tr> <tr> <td>75 to 90 pupils</td> <td>3</td> <td>12</td> </tr> </tbody> </table> <p>The staff applicant must complete the relevant section on the application form and attach documentation supporting admission on these grounds. It is the staff applicant's sole responsibility to provide this information. Without the provision of the relevant documents, the child will not be considered on these grounds.</p>	Planned admissions number	Max per year group	Max per school	30 to 45 pupils	1	4	50 to 60 pupils	2	8	75 to 90 pupils	3	12
Planned admissions number	Max per year group	Max per school											
30 to 45 pupils	1	4											
50 to 60 pupils	2	8											
75 to 90 pupils	3	12											
4.	Catchment Area												
4.1	The school catchment area is the defined area in which a school is located. It is generally bounded by major roads and/or railway/canal. The catchment area for each Tower Hamlets Community school is set by the Local Authority and is designed to ensure that each address in the borough falls into the catchment area of a local school. Details of the community schools within the catchment area for a particular address can be viewed on the Local Authority's website: http://www.towerhamlets.gov.uk/equalchance .												
5.	Age of Admission												
5.1	Children born on and between 1 September 2020 and 31 August 2021 would normally start primary school in Reception in the school year beginning in September 2025. All Tower Hamlets infant and primary schools provide full-time education for children offered a place in the Reception Year from the September following their fourth birthday.												

5.2	Parents can request that the date their child is admitted to school is deferred until later in the school year or until the child reaches compulsory school age during the school year. A child's attendance at school does not become compulsory until the start of the term following their fifth birthday. Where entry is deferred, the school will hold the place for that child and not offer it to another child. The parent would not however be able to defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the start of the summer term in the academic year for which the original application was accepted.
5.3	Where parents choose to defer entry, a school may reasonably expect that the child would start at the beginning of a new school term/half term. Where a parent of a 'summer-born' child (1 April - 31 August) wishes their child to start school in the autumn term following their fifth birthday, they will need to re-apply for a place at the correct time.
5.4	It is the view of the Local Authority that children should start primary school with their normal age group. However, a parent may seek admission for their child outside the normal group; for example, if the child is gifted and talented or has been born prematurely. If a parent wishes to request for their child to be admitted outside of the normal age group, they should include a letter with their reception application and also provide a report from an appropriate education or health professional.
6.	Nursery Provision
6.1	Some schools have a nursery class or deliver pre-school nursery education. The admission arrangements set out in this document do not apply to applications for the school's nursery. Parents of children who are admitted to a nursery provision at a school must apply in the normal way for a place at the school, if they want their child to transfer to the reception class. Attendance at the nursery or co-located children's centre will not guarantee admission to the school.
7.	Applying for a Place
7.1	Applications can be made by parents or carers with parental responsibilities who are residents of Tower Hamlets and professionals with parents' agreement.
7.2	How to apply for a primary school place is set out in the Local Authority's school admissions booklet, 'Starting Primary School in Tower Hamlets'. Applications are then co-ordinated for all the schools in the Tower Hamlets area in accordance with the Authority's published scheme. The scheme can be viewed on the following webpage: School admissions (towerhamlets.gov.uk)
7.3	The closing date for applications is 15 January 2025 and the date on which families are sent notification of the outcome is 16 April 2025 .

8.	Late Applications
8.1	Applications received after the 15 January 2025 closing date will be treated as late applications unless there is evidence to show that the application or amendment could not reasonably have been made on time. A new preference or change in the order of preferences will not be accepted after the closing date unless the circumstances are deemed to be exceptional. Late applications will be dealt with after all on time applications in the first round of offers on 16 April 2025 . Where a school is oversubscribed late applications will be refused and placed on the waiting list in accordance with the admission criteria.
8.2	Where the Local Authority has determined there are exceptional circumstances for the late submission of an application it will be treated as 'on time' and, where possible, considered alongside existing applications.
9.	Twins and Multiple Births
9.1	For applications made in the normal admission round, if the last child to be offered a place is a twin and their sibling cannot be offered initially, the Local Authority will ensure both twins are offered a place. In the case of triplets or other multiple births, if the majority of children can be offered a place initially, the Local Authority will offer places to the remaining children. For example, if two triplets can be offered a place, the remaining child will also receive an offer of a place.
10.	Waiting List
10.1	<p>The Admissions Service will hold waiting lists for all oversubscribed community schools until the end of the autumn term and continue to allocate places from these lists if spaces become available. Applicants will be ranked on these waiting lists in priority order, according to the school's admission criteria. If a vacancy arises, it will be offered to the first applicant on the waiting list.</p> <p>If parents wish for their child to remain on the Reception waiting list after December, they must complete an In-Year Application. Please note that transfers take place at the beginning of each term. Full details, including the timetable can be viewed on the Council website.</p>

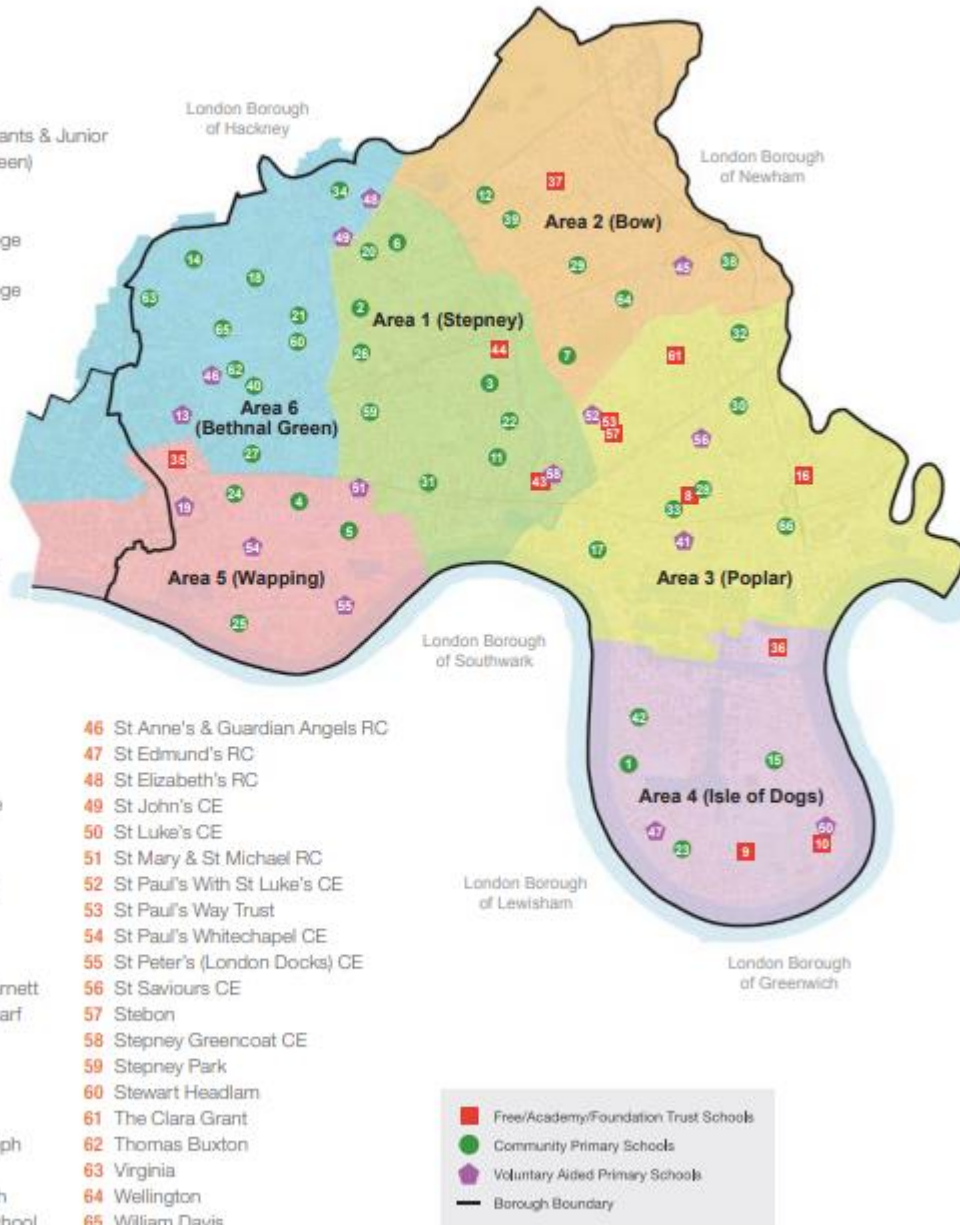
10.2	<p>The order of priority for the in-year waiting list will be:</p> <ol style="list-style-type: none"> 1. Children looked after by the local authority including adopted children who were previously looked after, children who leave care under a special guardianship or residence order and adopted children who were previously in state care outside of England. 2. Children without a school place who have a strong medical or social reason to attend the school applied to. 3. Children who have a strong medical or social reason to attend the school applied to. 4. Children without a school place with a brother or sister at the school. 5. Children without a school place. 6. Children with a brother or sister in the school. 7. Children of staff. 8. Children with a brother or sister at the school who would otherwise require travel assistance 9. Children who would otherwise require travel assistance 10. Children who live within the catchment area of the school and for whom the school is their nearest community school within the catchment area 11. Other children from within the catchment area of the school; 12. Children living nearest the school. 13. Distance <p>If a vacancy arises, it will be offered to the first applicant on the waiting list.</p> <p>Proximity to school will determine priority where there are competing claims to a place under each of the criteria.</p> <p>Distances will be measured by the shortest walking route from the home address to the nearest available pupil entrance in constant use to the school, using a computerised digitised map.</p> <p>Should two or more children live an equal distance from the school, including instances where more than one child lives in a multi-occupancy building, the offer of a place will be decided by random allocation.</p>
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11.	<p>Infant to Junior Applications</p>
11.1	<p>Parents of children in Year 2 of an infant school must make an application to transfer to the linked junior school by 15 January 2025. A child is guaranteed a place at the linked junior school provided an application is made by the closing date and the child is still in attendance at the school. The application simply involves completing and a form online via the E-admissions website.</p> <p>Parents who wish to apply for a Year 3 place at schools other than the linked junior school will need to complete the Local Authority's In-Year Transfer Form available from the School Admissions Website:</p> <p>www.towerhamlets.gov.uk/schooladmissions.</p>

Tower Hamlets Primary Schools Catchment areas

- 1 Arnhem Wharf
- 2 Bangabandhu
- 3 Ben Jonson
- 4 Bigland Green
- 5 Blue Gate Fields Infants & Junior
- 6 Bonner (Bethnal Green)
- 7 Bonner (Mile End)
- 8 Bygrove
- 9 Canary Wharf College East Ferry
- 10 Canary Wharf College Glenworth
- 11 Cayley
- 12 Chisenhale
- 13 Christ Church CE
- 14 Columbia
- 15 Cubitt Town
- 16 Culloden
- 17 Cyril Jackson
- 18 Elizabeth Selby & Lawdale Junior
- 19 English Martyrs RC
- 20 Globe
- 21 Hague
- 22 Halley
- 23 Harbinger
- 24 Harry Gosling
- 25 Hermitage
- 26 John Scurr
- 27 Kobi Nazrul
- 28 Lansbury Lawrence
- 29 Malmesbury
- 30 Manorfield
- 31 Marion Richardson
- 32 Marner
- 33 Mayflower
- 34 Mowlem
- 35 Mulberry Canon Barnett
- 36 Mulberry Wood Wharf
- 37 Old Ford
- 38 Old Palace
- 39 Olga
- 40 Osmani
- 41 Our Lady & St Joseph
- 42 Seven Mills
- 43 Sir William Burrough
- 44 Solebay Primary School
- 45 St Agnes RC

- 46 St Anne's & Guardian Angels RC
- 47 St Edmund's RC
- 48 St Elizabeth's RC
- 49 St John's CE
- 50 St Luke's CE
- 51 St Mary & St Michael RC
- 52 St Paul's With St Luke's CE
- 53 St Paul's Way Trust
- 54 St Paul's Whitechapel CE
- 55 St Peter's (London Docks) CE
- 56 St Saviours CE
- 57 Stebon
- 58 Stepney Greencoat CE
- 59 Stepney Park
- 60 Stewart Headlam
- 61 The Clara Grant
- 62 Thomas Buxton
- 63 Virginia
- 64 Wellington
- 65 William Davis
- 66 Woolmore



Tower Hamlets Primary Schools Catchment area 1 (Stepney)

Schools in the catchment area

Community schools

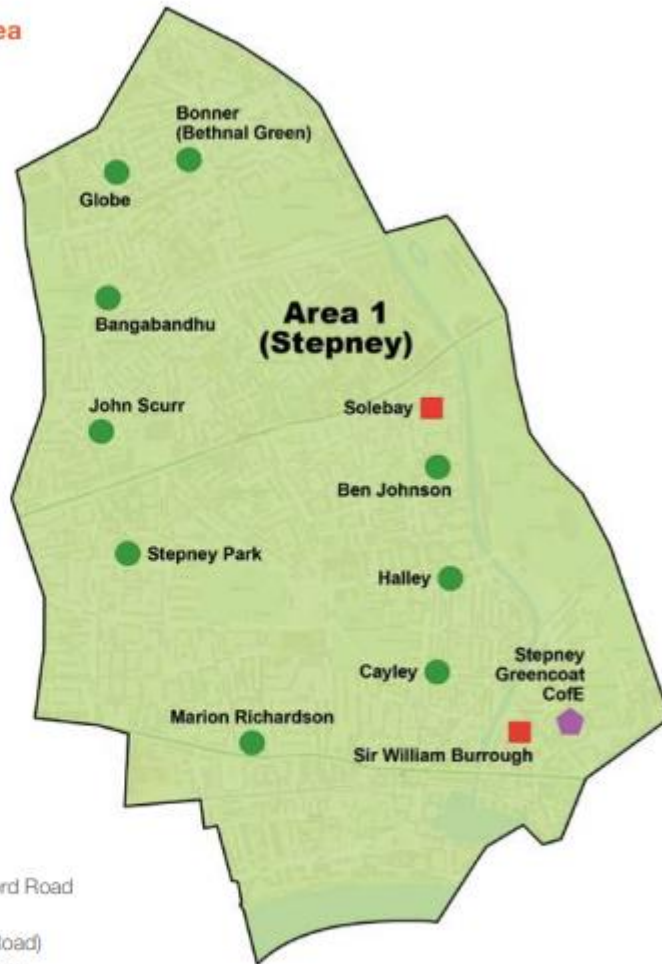
- 2 Bangabandhu
- 3 Ben Jonson
- 6 Bonner (Bethnal Green)
- 11 Cayley
- 20 Globe
- 22 Halley
- 26 John Scurr
- 31 Marion Richardson
- 59 Stepney Park

Voluntary primary schools

- 58 Stepney Greencoat CE

Academy/Free schools

- 43 Sir William Burrough
- 44 Solebay – a Paradigm Academy
(uses same admissions policy as
community schools)

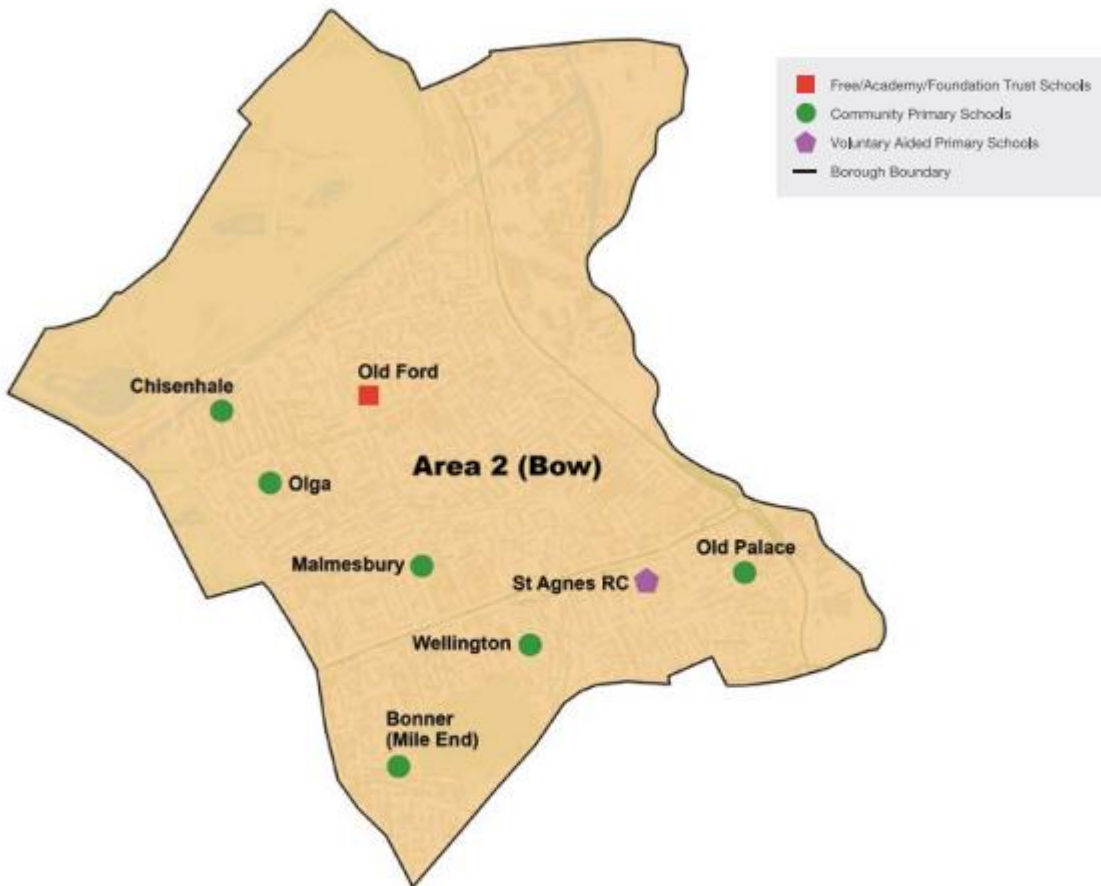


Area covered

- South of Approach Road and Old Ford Road
- West of Regents Canal
(up to the Railway Bridge on Grove Road)
- West of Grove Road and Burdett Road
- North of Limehouse Cut from Burdett Road to River Thames
- North of River Thames
- East of Brodlove Lane and Devonport Street
- East of Lukin Street
- North of Commercial Road (from Lukin Street to Sidney Street)
- East of Sidney Street and Cambridge Heath Road



Tower Hamlets Primary Schools Catchment area 2 (Bow)



Schools in the catchment area

Community schools

- 7 Bonner (Mile End)
- 12 Chisenhale
- 29 Malmesbury
- 38 Old Palace
- 39 Olga
- 64 Wellington

Voluntary primary schools

- 45 St Agnes RC

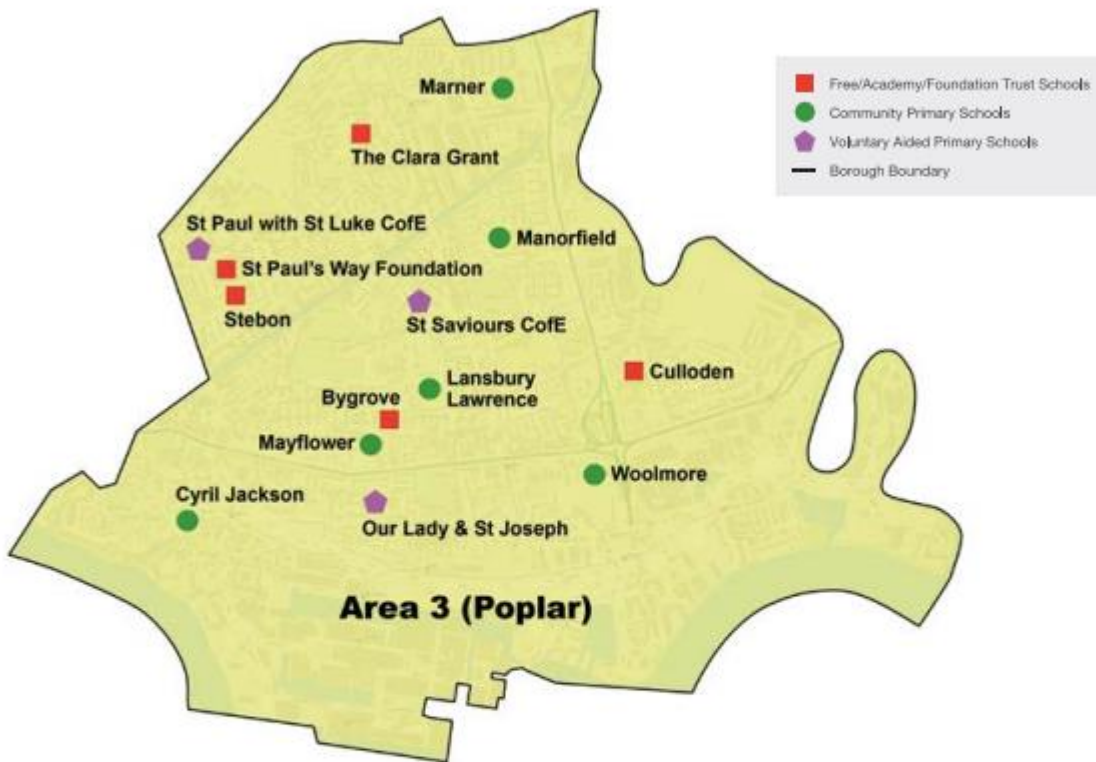
Academy/Free schools

- 37 Old Ford – a Paradigm Academy (uses same admissions policy as community schools)

Area covered

- South of Approach Road and A106 Victoria Park Road
- South of Cadogan Terrace
- West of River Lea
- East of Regents Canal (from Railway Bridge on Grover Road) and Burdett Road
- North of the railway line connecting Limehouse and Bromley by Bow

Tower Hamlets Primary Schools Catchment area 3 (Poplar)



Schools in the catchment area

Community schools

- 17 Cyril Jackson
- 28 Lansbury Lawrence
- 30 Manorfield
- 32 Marnier
- 33 Mayflower
- 66 Woolmore

Voluntary primary schools

- 41 Our Lady & St Joseph RC
- 52 St Paul's with St Luke's CE
- 56 St Saviours CE

Academy/Free schools

- 8 Bygrove (uses same admissions policy as community schools)
- 16 Culloden – a Paradigm Academy (uses same admissions policy as community schools)
- 53 St Paul's Way Trust (uses same admissions policy as community schools)
- 57 Stebon (uses same admissions policy as community schools)
- 61 The Clara Grant (uses same admissions policy as community schools)

Area covered

- South of the railway line connecting Limehouse and Bromley by Bow
- West of River Lea
- East of Burdett Road and the River Thames
- North of Blackwall Basin

Tower Hamlets Primary Schools Catchment area 4 (Isle of Dogs)



Schools in the catchment area

Community schools

- 1 Arnhem Wharf
- 15 Cubitt Town
- 23 Harbinger
- 42 Seven Mills

Voluntary primary schools

- 47 St Edmund's RC
- 50 St Luke's CE

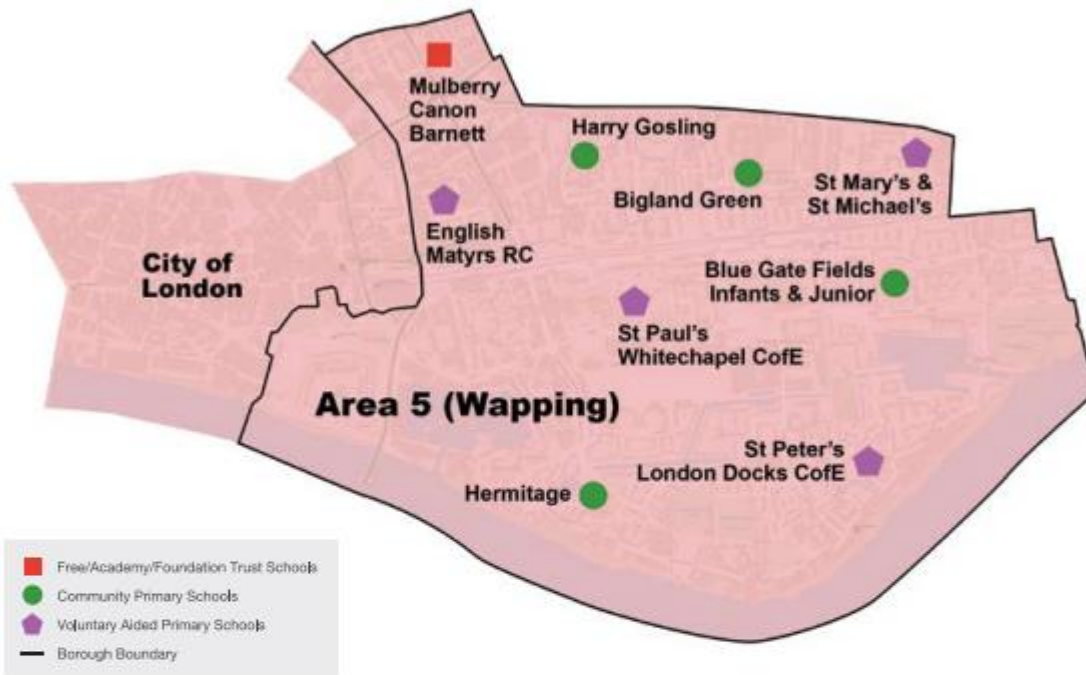
Academy/Free schools

- 9 Canary Wharf College East Ferry
- 10 Canary Wharf College Glenworth
- 36 Mulberry Wood Wharf
(uses same admissions policy as community schools)

Area covered

- South of Blackwall Basin including Wood Wharf
- North of River Thames

Tower Hamlets Primary Schools Catchment area 5 (Wapping)



Schools in the catchment area

Community schools

- 4 Bigland Green
- 5 Blue Gate Fields Infants & Junior
- 24 Harry Gosling
- 25 Hermitage

Voluntary primary schools

- 19 English Martyrs RC
- 51 St Mary & St Michael RC
- 54 St Paul's Whitechapel CE
- 55 St Peter's (London Docks) CE

Academy/Free schools

- 35 Mulberry Canon Barnett
(uses same admissions policy as community schools)

Area covered

Tower Hamlets

- South of Wentworth Street (up to Osborn Street)
- South of Commercial Road (from Whitechurch Lane to Lukin Street)
- South of Poonah Street
- West of Lukin Street, Devonport Street and Brodlove Lane
- North of River Thames
- East of Trinity Square, Mansell Street and Middlesex Street

City of London

- South of Comhill, Leadenhall Street, Aldgate High Street
- South of Harrow Place (from White Kennet Street)
- West of Middlesex Street, Mansell Street and Trinity Square
- North of River Thames
- East of King Williams Street

Tower Hamlets Primary Schools Catchment area 6 (Bethnal Green)

Schools in the catchment area

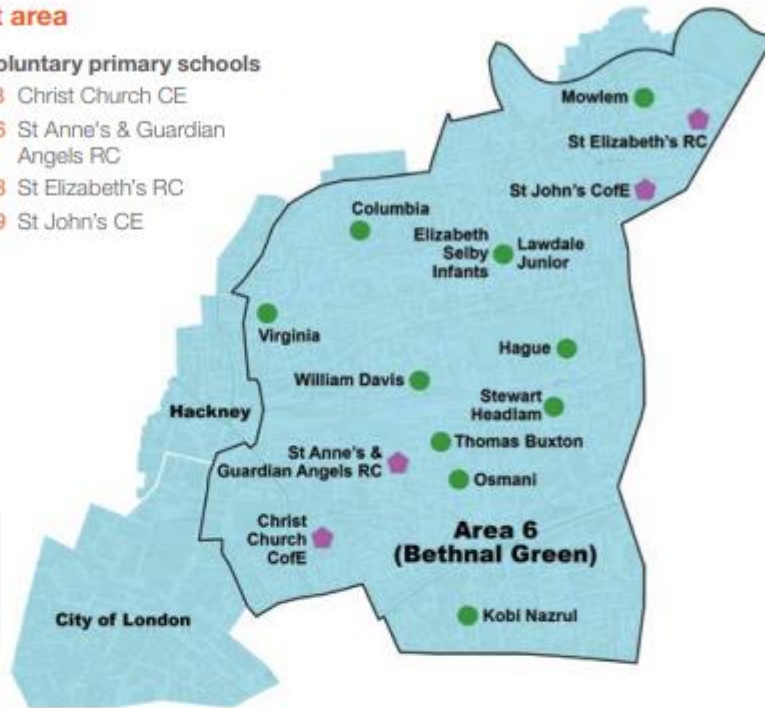
Community schools

- 14 Columbia
- 18 Elizabeth Selby Infant*
- 18 Lawdale Junior*
- 21 Hague
- 27 Kobi Nazrul
- 34 Mowlem
- 40 Osmani
- 60 Stewart Headlam
- 62 Thomas Buxton
- 63 Virginia
- 65 William Davis

Voluntary primary schools

- 13 Christ Church CE
- 46 St Anne's & Guardian Angels RC
- 48 St Elizabeth's RC
- 49 St John's CE

*Linked infant and junior schools



Area covered

Tower Hamlets

- South of Hackney Road (from Shoreditch High Street to Goldsmiths Row), South of Teale Street Pritchard's Road and Regent's Canal
- West of Approach Road and Old Ford Road
- West of Cambridge Heath Road and Sidney Street
- North of Commercial Road (from Sidney Street to Whitechurch Lane)
- North of Wentworth Street (from Osborn Street to Middlesex Street)
- East of Middlesex Street, Norton Folgate and Boundary Street

Hackney

- South of Ash Grove and Earliston Grove
- East of Fremont Street
- West and South of Christchurch Square
- North of Regent's Canal (up to Ash Grove)
- South of Dunloe Street (from Dawson Street to Columbia Road)
- West of Columbia Road
- North of Hackney Road
- East of Weymouth Terrace (from Hackney Road to 14 Dunloe Court)
- South of Cremer Street
- West of Hackney Road, Boundary Street and Shoreditch High Street
- North of Worship Street East of Scrutton Street, Christina Street, Gatesborough Street, Great Eastern Street and Curtain Road
- East of Shoreditch High Street (from Rivington Street to Waterson Street) and Nazrul Street City of London
- South of South Place, Sun Street, Appold Street and Worship Street
- West of Norton Folgate and Bishopsgate
- North of Cornhill
- East of Prince's Street and Moorgate

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TOWER HAMLETS CHILDREN AND CULTURE Admission Policy for Community Secondary Schools

(and Central Foundation Girls School, George Greens School, London Enterprise Academy,
Mulberry Academy London Dock, Mulberry Academy Shoreditch, Mulberry School for Girls and
Mulberry Stepney Green)
(2025/26)



Version: 1.0

Date issued: Proposed

Prepared by: Pupil Access and School Sufficiency
Children and Culture Directorate

Review Date: January 2025



1.	Foreword
1.1	Tower Hamlets Local Authority seeks to operate an admissions system that provides equal and fair opportunities to all applicants.
1.2	The Local Authority's community school admissions policy has been determined following an extensive public consultation and approval by the Council's Cabinet of elected members. It is reviewed annually by the School Admission Forum, with representation from all key stakeholders including parents, headteachers, school governors, diocesan bodies, and community organisations.
2.	Children with Education, Health and Care Plans
2.1	Children with an Education, Health and Care Plan naming the school applied to, must be placed before all other applicants (See Note 1) . This process is separate from the standard admission arrangements set out below.
3.	Oversubscription Criteria
3.1	<p>A quarter of the total places available at these schools are allocated to each of four equal bands (see 'Banding' below). If any of these are oversubscribed in any band, the admission criteria below will be used (in descending order of priority) to allocate places:</p> <ol style="list-style-type: none"> 1) Children looked after by the local authority including adopted children who were previously looked after, children who leave care under a special guardianship or residence order and adopted children who were previously in state care outside of England (See Note 2) 2) Children who have a strong medical or social reason to attend the school applied to. This can include the parents', carers' or other family members' medical conditions and the family's social needs. Parents must complete the relevant section on the application form and attach medical and/or social reports from a suitable professional (e.g. a doctor or social worker) to support the application. (See Note 3). 3) Children who have a brother or sister at the school at the time of admission. (See Note 4). 4) Children whose parent is a member of staff who has been employed at the school concerned for two or more years at the time of application and/ or children of a member of staff who has been recruited to fill a vacancy for which there is a demonstrable skill shortage. (See Note 5). 5) Children who live nearest to the school by the shortest walking route. (See Note 6).
3.2	In the event of oversubscription within any of the categories 2 to 5 above, priority will be given to children who live closest to the school by the shortest walking distance. A digitised Ordnance Survey map is used to measure the distance from the home address to the school's designated official entrance.
3.3	Should two or more children live an equal distance from the school, including instances where more than one child lives in a multi-occupancy building, the offer of a place will be decided by random allocation.

3.4	<p>Note 1: Parents of children with an Education, Health and Care Plan (EHCP) should note that Tower Hamlet LA seeks to ensure that pupils with EHCPs do not, at secondary transfer time, become unduly concentrated in a few schools. Experience indicates that this can compromise the efficient education of children and the efficient use of resources. This means that if any particular school receives a large number of applications for pupils with EHCPs, some of these may be refused. All applications for pupils with EHCPs will be considered by the Special Educational Needs Panel.</p> <p>Note 2: Confirmation of a child’s looked after status will be required.</p> <p>A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. Parents must provide documentary evidence of both adoption and that the child was in state care for the local authority to consider.</p> <p>Note 3: Applications under this category are considered by the Primary to Secondary Transfer Committee, comprising a Headteacher, a senior member of the Attendance and Welfare Service and a medical professional. The Committee will decide whether the application should be given priority under this category.</p> <p>Note 4: Sibling refers to brother or sister, half brother or sister, adopted brother or sister, stepbrother or sister, or the child of the parent/carer’s partner. In every case, the child should be living in the same family unit at the same address. The address used should be the one that the child usually lives at and attends school from.</p> <p>Note 5: Priority will be limited to three places in each year. The staff applicant must complete the relevant section on the application form and attach documentation supporting admission on these grounds. It is the staff applicant’s sole responsibility to provide this information. Without the provision of the relevant documents, the child will not be considered on these grounds.</p> <p>Note 6: Home to school distances will be measured by the shortest walking route from the home address to the nearest available pupil entrance in constant use to the school, using a computerised digitised map.</p>
4	Banding
4.1	All Tower Hamlets community schools as well as Central Foundation, George Green’s, London Enterprise Academy, Mulberry Academy London Dock, Mulberry Academy Shoreditch, Mulberry Academy Stepney Green, Mulberry School for Girls, Stepney All Saints CofE School and St Paul’s Way Trust.
4.2	Where a primary school deems that it is not appropriate for a child with an Education, Health and Care Plan (complex needs) to take the banding assessment, the child will receive a nominal Band A assessment outcome and a place will be provided from the Band A quartile.
4.3	Tower Hamlets bands pupils across the ability range of all children who have taken the banding test. This is to try to ensure that its schools take in an even balance of pupils in different ability ranges. For year 6 children, both resident and out of borough who we are able to assess, their band will be determined by a digital CATS4C test. Each child will receive a non-verbal reasoning score and standardised total score on completion of the test.

4.4	The non-verbal reasoning scores for all children in the cohort will be placed in order from highest to lowest. Where there are children who receive the same non-verbal reasoning score, they will be placed in order by total standardised score and split into four equal bands of 25% (A, B, C or D) of the total test cohort, D being the highest scoring band. This means that there may be children with the same verbal reasoning score and/or total standardised score in different bands. This is for administrative purposes only.
4.5	The places available at each school will be divided equally across the four Bands A, B, C and D with applicants prioritised for a place within their band according to the oversubscription criteria.
4.6	Year 6 children in Tower Hamlets primary schools will take the banding assessment in school during September. Children who are unable to take the test in their primary school, and out of borough children who apply ontime for Tower Hamlets secondary schools will be invited automatically to a banding test centre during November of Year 6. This may be on a school day or a Saturday, alternative dates to the one offered at the test centre cannot be guaranteed.
4.7	Where late applications for exceptional reasons are received after 31 October and they cannot be tested, these children will be automatically provided with a nominal Band B outcome and prioritised for a place according to the oversubscription criteria in that Band.
4.8	Applicants to Tower Hamlets secondary schools that use banding as part of their arrangements who refuse to take a digital CATS4C assessment will be prioritised for places according to the oversubscription criteria, after those who have.
4.9	If a school cannot fill all the places available in a particular band, places will be filled by applicants from adjoining bands.
4.10	Results of the banding assessment will not be available in advance of the 31 October application closing date. However, these will be made available to primary and secondary schools to support with the transition to secondary school and to share with families.
5.	Exceptional Medical or Social Reasons
5.1	Where there is a very strong medical or social reason for attending a particular school priority may be given for admission. Parents must complete the relevant section on the transfer form and attach medical and/or social reports signed by a doctor or social worker to the form. These reports must be received by the closing date on 31 st October 2024. The application will be considered by the Primary / Secondary Transfer Committee.

6.	Confirmation of Address
6.1	Parents must provide acceptable independent proof of their child's address. They must make sure that the application form they complete is accurate and to contact Admissions Service or tell their child's headteacher if there are relevant changes after it is submitted. Places may be withdrawn if false information is entered on the application form. Parents who do not provide evidence of their child's address as requested, or provide conflicting or inconclusive information, may have the place withdrawn, even if it has already been accepted. When parents live separately, the address used should be the one that their child usually lives at and attends school from. If a child lives equally with both parents at different addresses, it is the parents' responsibility to make this clear on the application form. Parents may be asked to provide acceptable proof.
7.	Siblings in the same year group transferring
7.1	Where two or more siblings are in the same year group (e.g. twins), and it is the parent's wish that the siblings should attend the same school, if one sibling can be offered a place at a school, the other will automatically be offered so as not to separate them.
8.	Applying for a Place
8.1	Applications can be made by parents or carers with parental responsibilities who are residents of Tower Hamlets and professionals with parents' agreement.
8.2	How to apply for a secondary school is set out in the 'Ready for Secondary School in Tower Hamlets' booklet. Applications are then co-ordinated for Tower Hamlets area in accordance with the Authority's published scheme. The scheme can be viewed on the following webpage:
8.3	The closing date for applications is 31 October 2024 and the date on which families are sent notification of the outcome is 3 March 2025 .
9.	Late applications
9.1	Applications received after the 31 October 2024 closing date will be treated as late applications unless there is evidence to show that the application or amendment could not reasonably have been made on time. A new preference or change in the order of preferences will not be accepted after the closing date unless the circumstances are deemed to be exceptional. Late applications will be given a lower priority and will be dealt with after all on time applications in the first round of offers on 1 March 2023. Where a school is oversubscribed late applications will be refused and placed on the waiting list in accordance with the admission criteria.
9.2	Where the Local Authority has determined there are exceptional circumstances for the late submission of an application it will be treated as 'on time' and, where possible, considered alongside existing applications.
10.	Changing Preferences
10.1	Parents and carers may not change their preferences unless there are exceptional and genuine reasons for doing so, for example, change of address. Requests to change preferences must be made in writing giving the full reasons.
11.	Waiting Lists
11.1	The Admissions Service will hold the waiting lists for Tower Hamlets community schools and schools that use the council's admission policy. Until September 2025 , the waiting lists for each band will be kept in the following descending order of priority:

	<ol style="list-style-type: none"> 1. Children looked after by the local authority including adopted children who were previously looked after, children who leave care under a special guardianship or residence order and adopted children who were previously in state care outside of England 2. Children who have a strong medical or social reason to attend the school applied to 3. Children with a brother or sister in the school at the time of admission 4. Children of staff 5. Children living nearest the school. <p>If a vacancy arises, it will be offered to the first applicant on the waiting list for that band. If a school cannot fill all the places available in a particular band, places will be filled by applicants from adjoining bands.</p> <p>Proximity to school will determine priority where there are competing claims to a place under each of the criteria.</p> <p>Distances will be measured by the shortest walking route from the home address to the nearest available pupil entrance in constant use to the school, using a computerised digitised map.</p> <p>Should two or more children live an equal distance from the school, including instances where more than one child lives in a multi-occupancy building, the offer of a place will be decided by random allocation.</p>
11.2	<p>From September – December 2025, the waiting lists are combined into one list, disregarding the bands. The order of priority for the waiting list will then be:</p> <ol style="list-style-type: none"> 1. Children looked after by the local authority including adopted children who were previously looked after, children who leave care under a special guardianship or residence order and adopted children who were previously in state care outside of England 2. Children who have a strong medical or social reason to attend the school applied to 3. Children with a brother or sister in the school at the time of admission 4. Children of staff 5. Children living nearest the school. <p>If a vacancy arises, it will be offered to the first applicant on the combined waiting list.</p> <p>Proximity to school will determine priority where there are competing claims to a place under each of the criteria.</p> <p>Distances will be measured by the shortest walking route from the home address to the nearest available pupil entrance in constant use to the school, using a computerised digitised map.</p> <p>Should two or more children live an equal distance from the school, including instances where more than one child lives in a multi-occupancy building, the offer of a place will be decided by random allocation.</p>
11.3	<p>If parents wish for their child to remain on the Year 7 waiting list after December, they must complete an In-Year Application. Please note that transfers take place at the beginning of each term. Full details, including the timetable can be viewed on the Council website.</p>

The order of priority for the waiting list will be:

1. Children looked after by the local authority including adopted children who were previously looked after, children who leave care under a special guardianship or residence order and adopted children who were previously in state care outside of England.
2. Children without a school place who have a strong medical or social reason to attend the school applied to.
3. Children who have a strong medical or social reason to attend the school applied to.
4. Children without a school place with a brother or sister at the school.
5. Children without a school place.
6. Children with a brother or sister in the school.
7. Children of staff.
8. Children living nearest the school.

If a vacancy arises, it will be offered to the first applicant on the waiting list.

Proximity to school will determine priority where there are competing claims to a place under each of the criteria.

Distances will be measured by the shortest walking route from the home address to the nearest available pupil entrance in constant use to the school, using a computerised digitised map.

Should two or more children live an equal distance from the school, including instances where more than one child lives in a multi-occupancy building, the offer of a place will be decided by random allocation.

Map of secondary schools and registered independent secondary schools in Tower Hamlets



Secondary schools

- A Bishop Challoner Catholic Federation of Schools
- B Bow School
- C Canary Wharf College Crossharbour
- D Central Foundation Girls' School
- E George Green's School
- F Langdon Park School
- G London Enterprise Academy
- H Morpeth School
- I Mulberry Academy London Dock
- J Mulberry Academy Shoreditch
- K Mulberry School for Girls
- L Mulberry Stepney Green Maths, Computing and Science College
- M Oaklands School
- N Stepney All Saints CofE Secondary School
- O St Paul's Way Trust School
- P Swanlea School
- Q Wapping High School

14-19 provision

- 1 East London Arts & Music
- 2 London East Alternative Provision (LEAP)
- 3 Mulberry University Technical College
- 4 New City College - Tower Hamlets

Registered independent secondary schools

- R Darul Hadis Lattifiah
- S Jamiatul Ummah
- T London East Academy
- U London Islamic School
- V Madani Secondary Girls' School
- W Mahazirul Ulloom London
- X River House Montessori School
- Y The Complete Works Independent School

Special schools

- S1 Beatrice Tate School
- S2 Ian Mikardo High School
- S3 Phoenix School

TOWER HAMLETS CHILDREN AND CULTURE
CO-ORDINATED SCHEMES FOR ADMISSION TO
NURSERY, RECEPTION and YEAR 7
(2025/26)



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“the LA”	the Local Authority
“the Maintaining LA”	the LA which maintains a school to which an applicant has applied
“the Home LA”	the LA (local authority) in which the applicant/parent is resident
“the Application Year”	the academic year in which the parent makes an application i.e. in relation to the academic year of entry, the academic year preceding it.
“The LA In-Year Admission Form”	this is the LA form that all parents must use to make their applications, set out in ranked order
“the Equal Preference System”	the model whereby all preferences listed by parents on the In-Year Admission Form are considered under the over-subscription criteria for each school without reference to parental rankings. Where a pupil is offered a place at more than one school, the rankings are used to determine the single offer by selecting the one ranked highest of the places offered
“the Code”	the School Admissions Code imposes mandatory requirements on LAs and Councils in England and refers to statutory requirements which all admission authorities must comply with. A copy can be found at School admissions code 2021 (publishing.service.gov.uk)
“the Local Admission System (LAS)”	the IT module for administering admissions and for determining the highest offer within Tower Hamlets
“the Notification Letter”	the agreed form of letter sent to an applicant that communicates any determination granting or refusing admission.
‘Own Admission Authority’	Schools that are responsible for setting their own admissions criteria and determining admissions themselves i.e. voluntary aided, academies and free schools.

This document outlines the co-ordinated nursery admissions arrangements in the London Borough of Tower Hamlets for the 2025/26 academic year.

This scheme applies to all applicants for maintained nursery schools and primary schools, academies and own admission authority schools with an attached nursery class within Tower Hamlets. In this scheme, the term 'school' refers to a nursery school, a nursery class attached to a primary school or a school with an EYU.

The central system of coordination for nursery admission will mean that parents apply for a nursery place at a maintained Tower Hamlets nursery school or a primary school with an attached nursery class direct to the Local Authority (LA) by submitting a single application using its online application system. The LA's School Admissions Service will then process all applications and ensure that decisions are made in accordance with the admissions policy and oversubscription criteria of each nursery.

As well as being of benefit to parents, the new system will reduce the administrative pressures for schools and help to ensure that they can fill their nursery places at the earliest opportunity. It will also assist the Local Authority in ensuring that there are enough places for when children start the reception year of primary school.

Tower Hamlets Local Authority will therefore continue, as far as possible, to coordinate nursery admissions as the maintaining Local Authority. Full details of the scheme are below, but the key features are as follows:

- Applicants wanting to apply for maintained schools within Tower Hamlets **must** apply using the LA's online application system. Applicants can name up to three schools in order of preference.
- Tower Hamlets residents wishing to apply for schools in other boroughs **must** apply according to that borough's admission arrangements. This will involve applying directly to the relevant admission authority.
- The formal notification of the application outcome is made by the maintaining LA/**own admission authority** school.
- The Tower Hamlets School Admissions Service will continue to directly administer community and voluntary controlled school admissions, including waiting lists for community schools.
- **Own admission authority** schools will continue to administer their own waiting lists and determine whether a nursery place can be offered. Voluntary Aided (VA) schools will retain a supplementary form (for applicants applying for a place on faith grounds).
- It is critical for the School Admissions Service to hold up-to-date information about school vacancies so that correct advice can be provided to parents. Schools that are on SAM (School Admission Module) must update their roll numbers directly on the system. The School Admissions Service will also, collect data from its schools using secure data exchange methods to confirm the roll numbers and other details.
- All Schools, including own admission authority schools, are reminded that they are legally obliged to fill vacancies in any year group where the number of pupils on roll is below the published admission number irrespective of their admissions criteria.
- Parents do not have the right of appeal against the decision to refuse their child a nursery place. However, parents may contact the LA for more information on the reason why their child was not offered a place.

WHEN CHILDREN CAN START NURSERY

Children are eligible for a funded nursery place from the term following their 3rd birthday. Parents of children born between 1 September 2021 and 31 August 2022 can apply for a Nursery place in September 2025 through this coordinated scheme.

Part-time and full-time places

All children are eligible for a part-time place (15 hours per week) from the term following their 3rd birthday.

Only working parents will be eligible for a full-time place (30 hours per week). The LA will only offer part-time places as part of this coordinated scheme. Parents who have been offered a part-time place for their child may request a full-time place from their nursery. This will be explained on their notification letter.

Full-time places will be limited and will be offered to parents who are eligible.

Parents not eligible for 30 hours may still access a full-time place by paying a top-up fee. This fee will be set by each nursery.

Admission Numbers

The number of children who can be admitted to each school will be determined by individual schools. All schools will inform the School Admissions Service of the number of nursery places available prior to the iteration process in April to ensure that the maximum number of places are offered for September 2025.

Applications

1. Tower Hamlets residents will make their applications online to the LA via the E-admissions portal (www.eadmissions.org.uk). Applications to out of borough schools or private schools must be made directly to the schools.
Residents of other boroughs wishing to apply for a place at a Tower Hamlets school can also submit an online application via the E-admissions portal (www.eadmissions.org.uk).
2. Tower Hamlets LA will take all reasonable steps to publish the 'Starting Nursery in Tower Hamlets' booklet, on the website by 1st September for the parent(s) of a child living in Tower Hamlets due to start nursery in 2025/26. This will include instructions on how to apply online. The information will also be accessible to parents who do not live in Tower Hamlets and will contain information on how non-Tower Hamlets residents can apply.
3. Parents will be able to express a preference for a maximum of three schools.
4. Own Admission Authorities (i.e. VA schools and Free schools) within the LA will use supplementary information forms (SIFs) for consideration of each application against their published oversubscription criteria. This will normally only be in circumstances where schools require additional information relating to membership of a particular faith. The supplementary form should be completed and returned to the school concerned. The LA will seek to ensure that supplementary forms only collect information that is required by the published oversubscription criteria.
5. Where a school in Tower Hamlets receives a supplementary information form, it will not be considered as a valid application unless the parent has also listed the school on their common application form (CAF). All Supplementary Forms will be made available on the Tower Hamlets website and details of Tower Hamlets nurseries requiring a Supplementary Form will be indicated within the Starting Nursery booklet.
6. The order of preference given on the CAF will not be revealed to individual schools.
7. Applicants must submit their application online by **16th February 2025**.
8. After the closing date, schools can access the School Admission Module (SAM) to view all the applications submitted to their school.

Processing

The LA's School Admissions Service will process all applications received on-time and determine the offer, where possible, for each applicant. Where a school receives fewer applications than places available, every applicant will be offered a place. Where a school receives more applications to their nursery than there are places available, the school's oversubscription criteria (Appendix One) will determine which applicant is to be offered a place.

9. Tower Hamlets LA will accept late applications only if they are late for a good reason, deciding each case on its own merits. Examples of what will be considered as "good reasons" include: when a single parent has been very ill during the relevant period, or has been dealing with the death of a close relative; a family has just moved into the area. Other circumstances will be considered and each case decided on its own merits.
10. The latest date for late applications (with good reason) to be considered on-time within the terms of this scheme is **28th February 2025**.
11. Each school will confirm with the LA prior to the iteration process in April the number of part-time nursery places to be offered for September 2024.
12. All preferences for schools within Tower Hamlets LA will be considered by the relevant admission authorities without reference to rank order. Applicants to Tower Hamlets maintained community nursery schools and primary schools with attached nursery classes will be ranked according to the Tower Hamlets oversubscription criteria (see Appendix One). Applicants to Own Admission Authority Schools will be ranked by each school according to its published oversubscription criteria. When the own admission authorities within Tower Hamlets have provided a list of ranked applicants in criteria order to the LA, the LA shall, for each applicant to its schools for whom more than one potential offer is available, use the highest ranked preference to decide which single potential offer to make [this is the 'Equal Preference System'].
13. Tower Hamlets LA will carry out all reasonable checks to ensure that pupil rankings are correctly held in its LA's admission system before the iteration process.
14. The admission system of the LA will eliminate all but the highest ranked offer where an applicant has more than one potential offer.
15. Lists of provisional offers will then be with individual schools (via the SAM portal) for final checks on **22nd April 2025**.
16. The LA will not make any additional offers between the end of the iteration process and the **8th May 2025** (Offer Day).
17. Notwithstanding paragraph 16, if an error is identified within the allocation of places at one of the LA's schools, the LA will attempt to manually resolve the allocation to correct the error.
18. The LA will send a file to the E-Admissions portal with outcomes for all applicants who have applied online no later than **2nd May 2025**.

Offers

19. On **8th May 2025** the LA will send a letter notifying parents of the nursery place provisionally offered. The letter will advise the following:

- The name of the school at which a nursery place has been provisionally offered;

- That the nursery place offered is a part-time place only, and that should parents want a full-time place they must request it from the school;
- The procedure and documentation required for the parent(s) to accept the offer by **22nd May 2025**;
- If applicable, the reasons why the child is not being offered a place at any of the schools they nominated on their application, and a list of schools that still have nursery places remaining for their consideration.

An email will also be sent on the day (after 5pm) informing parents of the outcome of their application.

20. Parents who do not obtain an offer at a preferred school will be given the opportunity to apply to schools that still have nursery places remaining.

Post Offer

The LA will request that applicants accept or decline the offer of a place by **22nd May 2025**, or within two weeks of the date of any subsequent offer.

21. All children will be placed on the waiting list of a higher-ranked school where a place could not be offered. Parents who wish their children's names to be placed on the waiting list of any other schools, or wish to apply for a school which still has nursery places remaining, must notify the School Admissions Service by **22nd May 2025**. This information will be passed to Own Admission Authority schools as appropriate in the week beginning **26th May 2025**.
22. The LA will seek to ensure that a place is not offered at a school which is ranked on the CAF as a lower preference than any school already offered to a parent.
23. Schools will keep the LA updated on of the number of nursery places available prior to the second round of offers in June to ensure that the maximum number of places are offered.
24. From **5th June 2025**, Tower Hamlets will identify school places for any pupils who are unplaced or those that applied late (i.e. after the **16th February** closing date).
25. From **1st September 2025**, parents who wish to make an application who have not yet done so, can submit one direct to the LA using the 'In-Year Nursery Admission' application form which will be available to download from the Tower Hamlets website or available from the School Admissions Service.
26. Applications for children who do not have a nursery place will be treated urgently and offers made on a weekly basis.
27. Parents may request to transfer their child from an existing school by submitting a new application. In-Year (mid-year) nursery transfers will only take place at the start of each term (January and April), unless there are exceptional circumstances for a transfer to be considered earlier.

Appeals

28. Parents do not have the right of appeal against the decision to refuse their child a nursery place. However, parents may contact the LA for more information on the reason why their child was not offered a place.

29. All children will automatically be added to the waiting lists of higher preference schools than the one offered, unless parents ask to remove their child from a waiting list.
30. Waiting lists for tower Hamlets community schools will be kept and maintained by the Local Authority in line with the oversubscription criteria.
Waiting lists for own admission authority schools i.e. voluntary aided schools, academies and free schools, will be kept and maintained by the school itself.

DEFINITIONS USED IN TOWER HAMLETS SCHEMES FOR RECEPTION AND YEAR 7

“the Application Year”	the academic year in which the parent makes an application, i.e. in relation to the academic year of entry, the academic year preceding it.
“the Board”	the Pan London Admissions Executive Board.
“the Business User Guide (BUG)”	the document issued annually to all LAs participating in the Pan-London Co-ordinated Scheme.
“the Common Application Form”	this is the form that parents must use to make their applications, set out in rank order.
“the Equal Preference System”	the model whereby all preferences listed by parents on the Common Application Form are considered under the over-subscription criteria for each school without reference to parental rankings. Where a pupil is offered a place at more than one school within an LA, the rankings are used to determine the single offer by selecting the one ranked highest of the places offered.
“the Highly Recommended Elements”	the elements of Pan London Scheme that are not mandatory but to which subscription is strongly recommended in order to maximise co-ordination and thereby simplify the application process as far as possible.
“the Home LA”	the LA (local authority) in which the applicant/parent is resident.
“the Address Verification Register	the document containing the address verification policy of each participating LA.
“the Local Admission System (LAS)”	the IT module for administering admissions and for determining the highest offers within Tower Hamlets and between neighbouring authorities.
“the E-admissions Portal”	the common online application system used by the 33 London LAs and Surrey County Council.
“the Maintaining LA”	the LA which maintains a school to which an applicant has applied.
“the Mandatory Elements”	those elements of the Pan-London Scheme to which participating authorities must subscribe.
“the Notification Letter”	the agreed form of letter sent to applicants on the Prescribed Day, which communicates any determination granting or refusing admission to a primary school, which is attached as Schedule 2.

“the Prescribed Day”	the day on which outcome letters are posted to parents Reception (Primary Schools): 16th April 2025 Year 7 (Secondary Schools): 3rd March 2025
“the Pan-London Register (PLR)”	the computer database that transmits application and offer data between each LA’s Local System.
“the Pan London Timetable”	the framework for making and processing applications attached as Schedule 3.
“the Participating LA”	any LA that has indicated in the ‘Memorandum of Agreement’ that they are willing to incorporate, at a minimum, the mandatory elements of the Pan London scheme presented here.
“the Qualifying Scheme”	the scheme which each LA is required to formulate in accordance with ‘The School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) Regulations 2012’, for co-ordinating arrangements for the admission of children to maintained primary and secondary schools and academies.

WHEN CHILDREN CAN START RECEPTION AT PRIMARY SCHOOL

All children of reception age (i.e. those born between 1st September 2019 and 31st August 2020) can start school in September 2025. However, parents can ask for their child's entry to be deferred until later in the school year. When a place is deferred the LA cannot offer it to another child. Parents will be advised of their right to defer in the 'Starting School in Tower Hamlets' booklet and in the letter notifying them of the school of which a place can be offered.

ADMISSIONS NUMBERS

A list of admission numbers for each primary school is published in the LA's composite prospectus for school admissions.

APPLICATIONS

1. All primary schools, nurseries and early years centres will advise Tower Hamlets LA of all children on roll that are eligible for admission in the following academic year. Tower Hamlets LA will forward details of Out of Borough residents to the home LA
2. Tower Hamlets residents will make their applications on the Tower Hamlets LA Common Application Form (CAF), which will be available from **1st September 2024** and will be able to be submitted on-line. The form will include all the fields and information specified in Schedule 1. Applications to Out of Borough schools can also be made on this CAF.
3. Tower Hamlets LA will take all reasonable steps to publish the 'Starting School in Tower Hamlets' booklet, on the website by 1st September for the parent(s) of a child living in Tower Hamlets due to start primary school in 2025/26. This will include instructions on how to apply online. The information will also be accessible to parents who do not live in Tower Hamlets and will contain information on how non-Tower Hamlets residents access their home LA's booklet and CAF.
4. Tower Hamlets residents will be able to express a preference for a maximum of six schools whether the schools are in Tower Hamlets or in another Local Authority.
5. The separate admission authorities within this LA will use supplementary information forms where there is not sufficient information on the CAF for consideration of the application against the published oversubscription criteria. This will normally only be in circumstances where schools require additional information relating to membership of a particular faith. The supplementary form will be available on the school's website and should be completed and returned to the school concerned. The LA will seek to ensure that supplementary forms only collect information that is required by the published oversubscription criteria, in accordance with paragraph 2.4 the School Admissions Code 2021.
6. Where a school in Tower Hamlets receives a supplementary information form, it will not be considered as a valid application unless the parent has also listed the school on their CAF, in accordance with the School Admissions Code. All Supplementary Forms will be made available on the Tower Hamlets website and details of Tower Hamlets School requiring a Supplementary Form will be stated in the 'Starting School in Tower Hamlets' booklet.
7. All preferences expressed on the CAF for maintained schools will be valid preferences. The order of preference given on the CAF will not be revealed before the offer date. If there is a preference to a non-Tower Hamlets school the order of preference for that school will be revealed to the Home LA. This is to ensure that only the highest ranked offer is made.
8. Applicants must complete and submit the CAF on-line to this LA by **15th January 2025**.
9. Tower Hamlets LA will confirm the status of a resident child for whom it receives a Common Application Form stating s/he is currently or previously a 'Child Looked After' and

will provide any evidence requested by the maintaining LA in respect of a preference for a school in its area by **5th February 2025**.

10. The School Admissions Service will advise the maintaining LA of the reason for any preference expressed for a school in its area of a child applying for a school that is born outside of the correct age cohort. All details and information to be forwarded by **5th February 2025**.
11. Tower Hamlets LA will carry out the address verification process as set out in its entry in LIAAG Address Verification Register. This will in all cases include validation of resident applicants against this LA's primary school data and the further investigation of any discrepancy. Where this LA is not satisfied as to the validity of an address of an applicant whose preference has been sent to a maintaining LA, it will advise the maintaining LA no later than **12th February 2024**.

PROCESSING

12. Applicants' resident within Tower Hamlets must return the Common Application Form, which can be completed and submitted on-line, by **15th January 2025**.
13. Application data relating to all preferences for schools in other participating LAs, which have been expressed within the terms of this LA's scheme, will be up-loaded to the PLR by **5th February 2025**. Supplementary information provided with the Common Application Form will be sent to maintaining LAs by the same date.
14. The School Admissions Service shall, in consultation with the admission authorities within the Tower Hamlets borough and within the framework of the Pan-London timetable in Schedule 3, determine and publish its own timetable for the processing of preference data and the application of published oversubscription criteria.
15. Tower Hamlets LA will accept late applications and treat them as though they were received on time, only if they are late for a good reason. Examples of what will be considered as "good reason" includes: when a single parent has been very ill during the relevant period, or has been dealing with the death of a close relative; a family has just moved into the area. Other circumstances will be considered and each case decided on its own merits
16. If late applications that are being treated as having been received on time include preferences for schools in other LAs, Tower Hamlets LA will forward the details to the maintaining LAs via the PLR as they are received.
17. The latest date for the upload to the PLR of late applications which are being treated as having been received on-time is **5th February 2025**.
18. Where an applicant moves from one participating home LA to another after submitting an on-time application under the terms of the former home LA's scheme, the new home LA will accept the application as on-time up to **11th February 2025**, on the basis that an on-time application already exists within the Pan-London system.
19. Tower Hamlets will participate in the application data checking exercise scheduled between **14th and 20th February 2024** in the Pan-London timetable in Schedule 3B.
20. All preferences for schools within Tower Hamlets LA will be considered by the relevant admission authorities without reference to rank order in accordance with paragraph 1.9 of the School Admissions Code 2021. When the admission authorities within Tower Hamlets have provided a list of applicants in criteria order to this LA, this LA shall, for each applicant to its schools for whom more than one potential offer is available, use the highest ranked preference to decide which single potential offer to make. [This is the 'Equal Preference System'.]

21. Tower Hamlets LA will carry out all reasonable checks to ensure that pupil rankings are correctly held in its LAS for all maintained schools and academies in Tower Hamlets before uploading data to the PLR.
22. Tower Hamlets LA will upload the highest potential offer available to an applicant for a school in this LA to the PLR by **12th March 2025**. The PLR will transmit the highest potential offer specified by the Maintaining LA to the Home LA.
23. The LAS of Tower Hamlets LA will eliminate, as a Home LA, all but the highest ranked offer where an applicant has more than one potential offer across maintaining LAs submitting information within deadline to the PLR. This will involve exchanges of preference outcomes between the LAS and the PLR (in accordance with the iterative timetable published in the Business User Guide) which will continue until notification that a steady state has been achieved or until **20th March 2025** if this is sooner.
24. Tower Hamlets LA will not make any additional offer between the end of the iterative process and **16th April 2025** which may impact on an offer being made by another participating LA.
25. Notwithstanding paragraph 24, if an error is identified within the allocation of places at maintained school or academy in Tower Hamlets, the LA will attempt to manually resolve the allocation to correct the error. Where this impacts on another LA (either as a home or maintaining LA) this LA will liaise with that LA to attempt to resolve the correct offer and any multiple offers which might occur. However, if another LA is unable to resolve a multiple offer, or if the impact is too far reaching, this LA will accept that the applicant(s) affected might receive a multiple offer.
26. Tower Hamlets LA will participate in the offer data checking exercise scheduled between **21st March and 11th April 2025** in the Pan-London timetable in Schedule 3B.
27. Tower Hamlets LA will send a file to the E-Admissions portal with outcomes for all resident applicants who have applied online no later than **14th April 2025**. (33 London LAs and Surrey only)

OFFERS

28. On **16th April 2025** Tower Hamlets LA will send a letter notifying parents of the school place provisionally offered. The letter will advise the following:
 - The name of the school at which a place is provisionally offered.
 - The procedure and documentation required for the parent(s) to accept the offer by **2nd May 2025**.
 - If applicable, the reasons why the child is not being offered a place at any of the schools they nominated on the CAF.
29. Parents who do not obtain an offer at a preferred school may apply to schools that still have vacancies. Children who have not been offered a place at any school and late applicants will be offered a place at a school with places remaining.
30. Tower Hamlets LA shall use various forms of the notification letter set out in Schedule 2. Parents will be required to accept or decline the offer with the school at which the place is being offered.
31. Tower Hamlets LA will compile destination data of all its resident applicants by the end of the summer term 2023.

POST OFFER

32. **Tower Hamlets** LA will request that resident applicants accept or decline the offer of a place by **2nd May 2025**, or within two weeks of the date of any subsequent offer.

33. Where an applicant resident in Tower Hamlets LA accepts or declines a place at a school maintained by another LA by **2nd May 2025**, Tower Hamlets LA will forward the information to the maintaining LA by **12th May 2025**. If information is received from applicants after **2nd May 2025**, Tower Hamlets LA will pass it to the maintaining LA as it is received.
34. When acting as a maintaining LA, Tower Hamlets will place an applicant resident in the area of another LA on a waiting list of any higher preference school.
35. Where a waiting list is maintained by an admission authority of a maintained school or academy in this LA's area, the admission authority will inform this LA of a potential offer, in order that the offer may be made by the home LA.
36. Where a place becomes available in an oversubscribed maintained school or academy in this LA's area, it will be offered from a waiting list ordered in accordance with paragraph 2.15 of the School Admissions Code 2021.
37. Tower Hamlets will inform the home LA, where different, of an offer for a maintained school in Tower Hamlets LA's area which can be made to an applicant resident in the home LA's area, in order that the home LA can offer the place.
38. When acting as a maintaining LA, Tower Hamlets LA, and the admission authorities within it, will not inform an applicant resident in another LA that a place can be offered.
39. Tower Hamlets LA will offer a place at a maintained school in the area of another LA to an applicant resident in Tower Hamlets area, provided that the school is ranked higher on the Common Application Form than any school already offered.
40. Where Tower Hamlets LA is informed by a maintaining LA of an offer which can be made to an applicant resident in Tower Hamlets LA's area which is ranked lower on the Common Application Form than any school already offered, it will inform the maintaining LA that the offer will not be made.
41. Where Tower Hamlets LA, acting as a home LA, has agreed to a change of preference or preference order, it will inform any maintaining LA affected by the change. In such cases, paragraphs 39 and 40 shall apply to the revised order of preferences.
42. Tower Hamlets LA will inform the home LA, where different, of any change to an applicant's offer status as soon as it occurs.
43. Tower Hamlets LA will accept a change of preferences or preference order (including reinstated or additional preferences) from home LAs for maintained schools in its area.
44. Parents who wish their children's names to be placed on the waiting list of a higher ranked school to the one offered or to any of the preferred schools if an offer has not been possible must notify Pupil Services by **2nd May 2025**.
45. Tower Hamlets will seek to ensure that a place is not offered at a school which is ranked on the CAF as a lower preference than any school already offered to a parent.
46. Tower Hamlets, when acting as the home LA, will make the initial offer of places after National Offer Day within a maximum of four weeks from that date.
47. Tower Hamlets, when acting as the home LA will, after preferences expressed in accordance with paragraph 4 above have been determined, accept additional preferences before the start of the school term. The number of additional preferences will be unrestricted.

APPEALS

48. Parents have the right of appeal against the refusal of a place at any of the schools for which they have applied. Parents wishing to appeal to a Tower Hamlets community school

must do so by **14th May 2025**. Tower Hamlets voluntary schools may have different arrangements and parents will be advised to contact the individual school for information.

WHEN CHILDREN START THE YEAR 7 OF SECONDARY SCHOOL

All children of born between 1 September 2013 and 31 August 2014 can start the Year 7 of secondary school in September 2025.

APPLICATIONS

1. Tower Hamlets LA will advise home LAs of their resident pupils on the roll of this LA's maintained primary schools and academies who are eligible to make application in the forthcoming application year.
2. Applications from residents of Tower Hamlets will be made on the authority's Common Application Form (CAF), which will be available and able to be submitted on-line. This will include all the fields and information specified in Schedule 1. These will be supplemented by any additional fields and information where deemed necessary by this LA to enable admission authorities in Tower Hamlets to apply their published oversubscription criteria.
3. Tower Hamlets LA will take all reasonable steps to publish the 'Ready for Secondary School in Tower Hamlets' booklet, on the website at [Secondary school admissions \(towerhamlets.gov.uk\)](https://towerhamlets.gov.uk) by **1st September** for the parent(s) of a child living in Tower Hamlets due to start secondary school in 2025/26. This will include instructions on how to apply online. The information will also be accessible to parents who do not live in Tower Hamlets and will contain information on how non-Tower Hamlets residents access their home LA's booklet and CAF.
4. Tower Hamlets LA and the admission authorities within this LA i.e. Bishop Challoner, Canary Wharf College Crossharbour and Stepney All Saints Schools will use supplementary forms to collect information which is required by the school's published oversubscription criteria and not available through the CAF. The LA will seek to ensure that information collected is in accordance with paragraph 2.4 of the School Admissions Code 2021.
5. Where Tower Hamlets or the other admission authorities within the LA use a supplementary form, they will be available on the Tower Hamlets website. The Tower Hamlets admission booklet will indicate which schools in Tower Hamlets require supplementary forms to be completed and where they can be obtained. Such forms will advise parents that they must complete their Home LA's CAF. An application will not be considered to be a valid application unless the parent has also listed the school on their home LA's CAF, in accordance with paragraph 2.3 of the School Admissions Code 2021.
6. Applicants will be able to express a preference for six maintained secondary schools or Academies within and/or outside Tower Hamlets.
7. The order of preference given on the CAF will not be revealed to a school within the LA area in accordance with paragraph 1.9 of the School Admissions Code 2021. However, where a parent resident in this LA expresses a preference for schools in the area of another LA, the order of preference for that LA's schools will be revealed to that LA in order that it can determine the highest ranked preference in cases where an applicant is eligible for a place at more than one school in that LA's area.
8. Tower Hamlets LA undertakes to carry out address verification process as set out in its entry in the LIAAG Address Verification Register. This will in all cases include the validation of resident applicants against Tower Hamlets primary school data and the further investigation of any discrepancy. Where this LA is not satisfied as to the validity of an address of an applicant whose preference has been sent to a maintaining LA, it will advise the maintaining LA no later than the **11th November 2024**.

9. Tower Hamlets LA will confirm the status of any resident child for whom it receives a Common Application Form stating s/he is currently or previously a 'Child Looked After' and will provide any evidence requested by the maintaining LA in respect of a preference for a school in its area by **11th November 2024**.
10. Tower Hamlets LA will advise a maintaining LA of the reason for any preference expressed for a school in its area, in respect of a resident child born outside of their correct age cohort and will forward any supporting documentation to the maintaining LA by the **14th November 2024**.

PROCESSING

11. Applicants resident within Tower Hamlets must return the CAF, **which** will be available and able to be submitted online, to this LA by **31st October 2024**. This closing date applies to all LAs participating in the Pan London co-ordinated admissions arrangements. However, Tower Hamlets LA will publish information which encourages applicants to submit their application by the **18th October 2023 (i.e. the Friday before half term)**, to allow sufficient time to process and check all applications before the mandatory date when data must be sent to the PLR.
12. Application data relating to all preferences for Tower Hamlets residents applying to maintained schools in the area of other participating LAs, which have been expressed within the terms of the Tower Hamlets scheme, will be up-loaded to the PLR by the **14th November 2024**. Supplementary forms mistakenly sent with the CAF will be sent to maintaining LAs and TH admission authorities by the same date, where possible.
13. Tower Hamlets, in consultation with the admission authorities within its area and within the framework of the Pan-London Timetable in Schedule 3B, will determine its own timetable for the processing of application data and the application of published oversubscription criteria.
14. Tower Hamlets will accept late applications only if they are late for a good reason. Examples of what will be considered as good reason include: when a single parent has been ill during the relevant period or has been dealing with the death of a close relative; a family has just moved into the area. Other circumstances will be considered and each case decided on its own merits.
15. Where such applications contain preferences for schools in other LAs, Tower Hamlets will forward the details to maintaining LAs via the PLR as they are received. Tower Hamlets will accept late applications which are considered to be on time within the terms of the home LA's scheme, providing they are uploaded to the PLR by the latest date i.e. **12th December 2023**.
16. If, after submitting an on-time application, an applicant moves from Tower Hamlets to another participating LA or vice versa, it will be accepted and treated as on-time up to **12th December 2024**. This is on the basis that an on-time application already exists within the Pan-London system.
17. Tower Hamlets LA will participate in the application data checking exercise scheduled between the **17th and 20th December 2024** in the Pan London Timetable in Schedule 3A.
18. All preferences for schools within Tower Hamlets will be considered by the relevant admission authorities without reference to rank order in accordance with paragraph 1.9 of the School Admission Code 2021. Once each Tower Hamlets admission authority has ranked its applicants in criteria order and provided its list to the LA, Tower Hamlets LA shall, for each applicant to its schools **Page 166** where more than one potential offer is available, use the highest ranked preference to decide which single potential offer to make. [This is the 'Equal Preference System']

19. Tower Hamlets LA will carry out all reasonable checks to ensure that pupil rankings are correctly held in its LAS for all maintained schools and academies in Tower Hamlets before uploading data to the PLR.
20. Tower Hamlets will upload the highest potential offer available to an applicant for a maintained school in this LA to the PLR by **30th January 2025**. The PLR will transmit the highest potential offer specified by the Maintaining LA to the Home LA.
21. The LAS of Tower Hamlets LA will eliminate, as a Home LA, all but the highest ranked offer where an applicant has more than one potential offer across Maintaining LAs submitting information within deadline to the PLR. This will involve exchanges of information between the LAS and the PLR (in accordance the iterative timetable published in the Business User Guide) which will continue until notification that a steady state is achieved (which the PLR will indicate), or until **18th February 2025** if this is sooner.
22. Tower Hamlets LA will not make an additional offer between the end of the iterative process and **3rd March 2025**, which may impact on an offer being made by another participating LA.
23. Notwithstanding paragraph 22, if an error is identified within the allocation of places at a Tower Hamlets maintained school or academy, Tower Hamlets LA will attempt to manually resolve the allocation to the correct the error. Where this impacts on another LA (either as home or maintaining LA) Tower Hamlets LA will liaise with the other LA in an attempt to resolve the correct offer and any multiple offers. However, if the other LA is unable to resolve a multiple offer, or is the impact is too far reaching, Tower Hamlets LA will accept that the applicants affected might receive a multiple offer.
24. Tower Hamlets LA will participate in the offer data checking exercise scheduled between the **17th and 26th February 2025** in Pan London timetable in Schedule 3A.
25. Tower Hamlets LA will send a file to the E-Admissions portal with outcomes for all resident applicants who have applied online no later than **27th February 2027**. (33 London LAs and Surrey only).

OFFERS

26. Tower Hamlets will ensure that, if there are places available, each resident applicant who cannot be offered a preference expressed on the Common Application Form receives the offer of an alternative school place in accordance with paragraph 2.11 of the School Admissions Code 2021.
27. Tower Hamlets LA will inform all residents applicants of their highest offer of a school place and, where relevant, the reason why higher preferences were not offered. Whether they were for schools in Tower Hamlets or in other participating LAs.
28. For Tower Hamlets residents for whom a place cannot be offered at any of the schools listed on the CAF on the **3rd March 2025**, there will be an opportunity to state further preferences in March.
29. The Tower Hamlets LA outcome letter will include the information set out in schedule 2.
30. On **3rd March 2025** Tower Hamlets LA will send by first class post notification of the outcome to resident applicants.

31. Tower Hamlets will provide its primary schools with destination data of its resident applicants by the end of February and provide updates at regular intervals throughout

POST OFFER

32. Tower Hamlets secondary schools must contact successful applicants immediately after the **3rd March 2025** to confirm the offer of a place and the arrangements for admission. The secondary schools will notify Tower Hamlets LA of any pupils for whom an offer of place is declined and the reasons for this
33. Tower Hamlets LA will request that its resident applicants, who have been offered a place at a school maintained by another LA, accept or decline the offer by the **17th March 2025**, or within two weeks of the date of any subsequent offer.
34. Where an applicant resident in Tower Hamlets LA accept or declines a place in a school maintained by another LA by **17th March 2025**, Tower Hamlets LA will forward the information to the maintaining LA by **24th March 2024**. Where such information is received from applicants after **17th March 2025**, Tower Hamlets LA will pass it to the maintaining LA as it is received.
35. Where a waiting list is maintained by an admission authority of a maintained school or academy in this LA's area, the admission authority will inform this LA of a potential offer, in order that the offer may be made by the home LA.
36. Where a place becomes available in an oversubscribed maintained school or academy in Tower Hamlets LA, it will be offered from a waiting list ordered in accordance with paragraph 2.15 of the School Admissions Code 2021.
37. When acting as a maintaining LA, Tower Hamlets will place an applicant resident in the area of another LA on a waiting list of any higher preference school in this LA's area. (Where this process is not automatic, it will be done immediately following a request from the home LA).
38. When acting as a maintaining LA, Tower Hamlets LA will inform the home LA, where different, of an offer for a maintained school or Academy in the Tower Hamlets area which can be made to an applicant resident in the home LA's area, in order that the home LA can offer the place.
39. When acting as a maintaining LA, Tower Hamlets LA, and the admission authorities within it, will not inform an applicant resident in another LA that a place can be offered.
40. When acting as a home LA, Tower Hamlets LA will offer a place at a maintained school or Academy in the area of another LA to an applicant resident in its area, provided that the school is ranked higher on the Common Application Form than any school already offered.
41. When acting as a home LA, when Tower Hamlets LA is informed by a maintaining LA of an offer which can be made to an applicant resident in Tower Hamlets which is ranked lower on the Common Application Form than any school already offered, it will inform the maintaining LA that the offer will not be made.
42. When acting as a home LA, Tower Hamlets LA has agreed to a change of preference or preference order it will inform any maintaining LA affected by the change. In such cases, paragraphs 40 and 41 shall apply to the revised order of preferences.
43. When acting as a maintaining LA, Tower Hamlets LA will inform the home LA, where different, of any change to an applicant's offer status as soon as it occurs.
44. When acting as a maintaining LA, Tower Hamlets LA will accept a change of preferences or preference order (including reinstated or additional preferences) from home LAs for maintained schools and academies in its area.
45. When acting as a maintaining LA, Tower Hamlets LA will accept a change of preferences or preference order (including reinstated or additional preferences) from home LAs for maintained schools and academies in its area.
46. The Tower Hamlets LA secondary admissions booklet explains how waiting lists operate.

In-Year admissions will be in accordance with the co-ordinated in-year admission scheme.

47. Tower Hamlets, when acting as the home LA, will make the initial offer of places after National Offer Day within a maximum of four weeks from National Offer Day.
48. Tower Hamlets, when acting as the home LA will, after preferences expressed in accordance with paragraph 6 above have been determined, accept additional preferences before the start of the school term. The number of additional preferences will be unrestricted.

APPEALS

49. Parents have the right of appeal against the refusal of a place at any of the schools for which they have applied. Parents wishing to appeal to a Tower Hamlets community school must do so by **31st March 2025**. Tower Hamlets voluntary schools may have different arrangements and parents will be advised to contact the individual school for information.

SCHEDULE 1

This LA's Common Application Form for Admissions to Reception and Year 7 will contain the following fields as a minimum.

Child's details:

Surname

Forename(s)

Middle name(s)
Date of Birth
Gender
Home address
Name of current nursery, school or under 5s provision

Parent(s) / Carer(s) details:

Title
Surname
Initials or Forename
Address (if different to child's address)
Telephone Number (Home, Daytime, Mobile)
Email address
Relationship to child

Preference details (up to 6)

Name of school
Address of school
Preference ranking
Local Authority in which the school is based

Additional information:

Reasons for preference (including any medical or social reasons)
Does the child have a statement of SEN? Y/N*
Is the child in the public care of a local authority / looked after? Y/N
Is the child formerly CLA but now adopted or subject of a 'Residence Order' or 'Special Guardianship Order'? Y/N
If yes, name of responsible authority
Surname of sibling
Forename of sibling
DOB of sibling
Gender of sibling
Name of school sibling attends

Other:

Declaration and signature of parent or carer
Date of signature

SCHEDULE 2

**Tower Hamlets Co-ordinated Admission Scheme
(Template Outcome Letter for Admissions to
Reception, Junior, Year 7 & Year 10 in 2025/26)**

Page 173 From: Home LA

Date: **3rd March 2025 (sec)**

Dear Parent,

Application to School

I am writing to inform you that there is a place for **XXX** at **XXX** for September 2025. This was one of the schools you listed on your online application.

This offer is subject to you providing the school with proof of your child's date of birth (birth certificate or passport) and current address (council tax bill, child benefit letter, mortgage/rent agreement, along with a recent utility bill). You must accept the offer with the school by **XXX (two weeks)** along with the documents otherwise it may be withdrawn. The school will be in contact with you soon to make the necessary arrangements for **XXX** admission in September.

Offers which could have been made for any schools you placed lower on your list of preferences, were automatically withdrawn (cancelled) under the co-ordinated admissions arrangements as a higher preference has been offered.

I am sorry that it was not possible for your child to be offered a place at the school(s) you listed as a higher preference on your online application. For each of these schools there were more applicants than places available and other applicants had a higher priority than your child under the school's admissions policy. For more information on how offers were made for oversubscribed schools that use the Local Authority's admissions policy, please see the summary of offers on the [Tower Hamlets website](#). If you would like to know how offers were made for voluntary aided schools or free schools, please contact the school directly. If the school is not in Tower Hamlets, please contact the relevant Local Authority.

If you wish to decline an offer of a school place please email school.admissions@towerhamlets.gov.uk and inform us what alternative arrangements you have made for your child. It is your responsibility to ensure that your child receives an education. You cannot decline an offer without making alternative arrangements.

Waiting Lists

Your child will automatically remain on the waiting list for any school(s) named as a higher preference on your application until the end of the 2025 Autumn term. If you wish for your child to remain on the waiting list beyond the 2025 Autumn term, you will need to complete an In-Year Transfer application via [Parent Portal](#).

If you are happy with your offer and no longer want a place at another school, you can request to be removed from the waiting lists of your higher preferred school/s by emailing: school.admissions@towerhamlets.gov.uk

Appeals

You have the right of appeal against the decision not to offer a place at your preferred school(s). If the appeal is for a Tower Hamlets school please go to <https://tinyurl.com/u3r7l8u> to submit your appeal online. You must state your reasons for appealing and submit it by **XXX**.

To appeal for a voluntary aided based school or a Free School in Tower Hamlets, please contact the school directly. To appeal for a school that is not in Tower Hamlets, you must contact the relevant admissions authority for more information on the appeal procedures.

If you have any further queries regarding your child's admission to school please contact the School Admissions Service at school.admissions@towerhamlets.gov.uk. Please include your child's name, date of birth and reference number in all correspondence.

The Authority wishes your child a happy and successful time at school

Yours sincerely

Key dates in the timetable for the Co-ordination of Admissions to Reception and Junior Schools

Wed 15 Jan 2025	Statutory deadline for receipt of applications
Wed 5 Feb 2025	Deadline for the transfer of application information by the Home LA to the PLR (ADT file)
Wed 12 Feb 2025	Deadline for receipt of late applications considered as “on-time” by parents to Home LA.
Thurs 13 Feb 2025	Deadline for the upload of late applications considered as “on-time” to the PLR.
Fri 14 –Thurs 20 Feb 2025	Checking of application data
<i>Mon 17 to Fri 21 Feb 2025</i>	<i>Half Term</i>
Fri 21 Feb 2025	Ranking applications
Wed 12 Mar 2025	Deadline for the transfer of potential offer information from the Maintaining LAs to the PLR (ALT file).
Thurs 20 Mar 2025	Final ALT file to PLR
Fri 21 Mar - Fri 11 April 25	Checking of offer data
<i>Mon 7 April to Mon 21 April</i>	<i>Easter Holidays</i>
Mon 14 Apr 2025	Deadline for on-line ALT file to portal
Wed 16 April 2025	Offer notifications sent.
Fri 2 May 2025	Deadline for acceptances
Mon 12 May 2025	Deadline for transfer of acceptances to maintaining LAs

Key dates in the timetable for the Co-ordination of Admissions to Years 7 and Year 10

Thurs 31 Oct 2024	Statutory deadline for receipt of applications
Thurs 14 Nov 2024	Deadline for the transfer of application information by the Home LA to the PLR (ADT file).
Thurs 12 Dec 2024	Deadline for receipt of late applications considered as “on-time” by parents to Home LA.
Tues 17 Dec 2024	Deadline for the upload of late applications considered as “on-time” to the PLR.
Tues 17 Dec 2024 – Thurs 2 Jan 2025	Checking of application data
Fri 3 Jan 2025	Ranking applications
Fri 31 Jan 2025	Deadline for the transfer of potential offer information from Maintaining LAs to the PLR (ALT file)
Fri 14 Feb 2025	Final ALT file to PLR*
Mon 17 to Tues 18 Feb 2025	*Additional iterations if needed
Mon 17 to Fri 21 Feb 2025	<i>Half Term</i>
Wed 19 – Wed 26 Feb 2025	Checking of offer data
Thurs 27 Feb 2025	Deadline for on-line ALT file to portal
Mon 3 Mar 2025	Offer notifications sent.
Mon 17 Mar 2025	Deadline for acceptances
Mon 24 Mar 2025	Deadline for transfer of acceptances to maintaining LAs

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TOWER HAMLETS CHILDREN AND CULTURE PROPOSED COORDINATED SCHEME FOR IN-YEAR ADMISSIONS (2025/26)



Version: 1.0
Date issued: TBC
Prepared by: Pupil Access and School Sufficiency
Children and Culture Directorate
Review Date: January 2025



Tower Hamlets Council
Town Hall
Mulberry Place
5 Clove Crescent
E14 2BG

THE TOWER HAMLETS LA SCHEME FOR CO-ORDINATED IN-YEAR ADMISSIONS IN 2025/26

DEFINITIONS

“the LA”	the Local Authority
“the Maintaining LA”	the LA which maintains a school to which an applicant has applied
“the Home LA”	the LA (local authority) in which the applicant/parent is resident
“the Application Year”	the academic year in which the parent makes an application i.e. in relation to the academic year of entry, the academic year preceding it.
“The LA In-Year Admission Form”	this is the LA form that all parents must use to make their applications, set out in ranked order
“the Equal Preference System”	the model whereby all preferences listed by parents on the In-Year Admission Form are considered under the over-subscription criteria for each school without reference to parental rankings. Where a pupil is offered a place at more than one school, the rankings are used to determine the single offer by selecting the one ranked highest of the places offered
“the Code”	the School Admissions Code 2021 imposes mandatory requirements on LAs and Councils in England and refers to statutory requirements which all admission authorities must comply with. A copy can be found at School admissions code - GOV.UK (www.gov.uk)
“the Local Admission System (LAS)”	the IT module for administering admissions and for determining the highest offer within Tower Hamlets
“the Notification Letter”	the agreed form of letter sent to an applicant that communicates any determination granting or refusing admission.
‘Own Admission Authority’	Schools that are responsible for setting their own admissions criteria and determining admissions themselves i.e. voluntary aided, academies and free schools.

INTRODUCTION

This document outlines the co-ordinated In-Year school admissions arrangements in the London Borough of Tower Hamlets for the 2025/26 academic year. These arrangements are set out in accordance with the mandatory requirements in the School Admissions Code 2021 and apply to admission arrangements for admission in the school year 2025/26.

In line with changes in the school admission regulations, the Tower Hamlets co-ordinated admission arrangements no longer require **own admission authority** (i.e. academies, free and voluntary aided schools) schools to receive their in-year applications via the LA. However, following consultation with its Admission Forum, the LA believes that co-ordinating in-year admissions is the most effective way for ensuring that children out of school are tracked, monitored and placed in education as quickly as possible. This safeguarding element has been a particular strength of in-year coordination since its introduction and there is a substantial risk that vulnerable children and young people may 'slip through the net', if the LA reverts back to a system whereby applications are made direct to individual schools. **Own admission authority** schools are therefore urged to abide with the LA's procedures for co-ordinating the application stage of the process, whilst being able to issue the outcome direct to the applicant and notify the LA accordingly.

Tower Hamlets Local Authority will therefore continue, as far as possible, to coordinate in-year admissions as the maintaining Local Authority. Full details of the scheme are below, but the key features are as follows:

- Applicants wanting to apply for schools and academies within Tower Hamlets **must** apply using the LA's online application system. Applicants can name up to three schools in order of preference.
- Tower Hamlets residents wishing to apply for schools in other boroughs **must** apply according to that borough's admission arrangements. This may involve applying directly to the relevant admission authority or via Tower Hamlets.
- The formal notification of the application outcome is made by the maintaining LA/**own admission authority** school.
- The Tower Hamlets School Admissions Service will continue to directly administer community and voluntary controlled school admissions, including waiting lists for community schools.
- **Own admission authority** schools will continue to administer their own waiting lists and determine whether a place can be offered. VA schools and Canary Wharf College Free Schools will retain a supplementary form (for applicants applying for a place on faith grounds).
- It is critical for the School Admissions Service to hold up-to-date information about school vacancies so that correct advice can be provided to parents. Schools must update their roll numbers directly on the system using SAMs (School Admission Module). The School Admissions Service will also, collect data from its schools using secure data exchange methods to confirm the roll numbers and other details for each year group.
- All Schools, including own admission authority schools are reminded that they are legally obliged to fill vacancies in any year group where the number of pupils on roll is below the published admission number irrespective of their admissions criteria.
- Unsuccessful applicants have a right of appeal to an independent appeal panel. Own admission authority schools must make arrangements for hearings although the LA will be able to facilitate this for them for a charge.

ADMISSION NUMBERS

The admission numbers of all primary and secondary schools are set out in the LA's composite prospectus.

APPLICATIONS

1. This scheme applies to all applicants for maintained schools, academies and own admission authority schools within Tower Hamlets.
2. Applications must be made online to the LA via the Parent Portal ([LA In-Year Application/Transfer Form](#)), available on the Tower Hamlets website.
3. Applicants will be able to express a preference for up to three maintained schools, academies and own admission authority schools within Tower Hamlets.
4. Any preferences made for own admission authority schools in Tower Hamlets will be available for schools to see using SAMs. If an own admission authority school receive applications directly, they must notify the School Admissions Service immediately and advise the applicant they must complete the application form issued by the LA.
5. The order of preference given on the [LA In-Year Application/Transfer Form](#) will not be revealed to individual schools.
6. **Own admission authority schools** within Tower Hamlets may use supplementary information forms where there is not sufficient information on the LA Form for consideration of the application against the published oversubscription criteria. **This must only be in circumstances where schools require additional information relating to membership of a particular faith.** The supplementary form should be completed and returned to the school concerned. The LA will seek to ensure that supplementary forms only collect information that is required by the published oversubscription criteria, in accordance with the School Admissions Code 2021.
7. Where an own admission authority school in Tower Hamlets receives a supplementary form, it will advise the parent/carer to complete the online [LA In-Year Application/Transfer Form](#) to formally register their application.
8. Tower Hamlets LA will notify the Home LA of all applications submitted for children who are not borough residents, in accordance with the agreed protocol for the exchange of information between London LAs. This procedure is to ensure the Home LA has an overview of children without a school place and school to school transfer requests and retains its safeguarding responsibilities.
9. Tower Hamlets LA will confirm the status of any resident child for whom it receives a Common Application Form stating s/he is a child looked after, became subject to an adoption, residence, or special guardianship order, and will notify the Home LA if the child is not resident in Tower Hamlets.

PROCESSING

10. To determine the availability of places, all Tower Hamlets schools and academies will be required to provide the School Admissions Service, on request, their roll number, vacancies and waiting list numbers (own admission authority schools) for each year

group. Schools will also be required to maintain an accurate record of their roll numbers across all year groups using the School Admission Module application (SAMs).

11. The School Admissions Service will carry out the following functions to process applications for schools and academies:
 - Where the [LA In-Year Application/Transfer Form](#) is not fully completed or incorrect, the applicant will be notified the application is invalid until all the information is received. If the child is without a school place then an offer or allocation will be made whilst the relevant information is obtained.
 - Use a secure means to exchange data with its schools, academies and other LAs.
12. Where an applicant has expressed a preference for one or more schools/academies outside of Tower Hamlets, application details will be passed to the maintaining LA to process for the schools applied for in that borough. Some maintaining LAs will require that applications are made directly to them or to the admissions authority. The School Admissions Service will advise parents if this is the case.

NOTIFICATION OF OUTCOME:

CHILDREN WITHOUT A SCHOOL PLACE

13. The School Admissions Service will aim to notify the outcome of an application made for community and voluntary controlled schools by letter/email within **10 school days**. The letter/email will advise the following:
 - a. The name of the school at which a place is provisionally offered
 - b. The procedure and documentation required for the parent(s) to accept the offer including the requirement for them to provide the schools with the necessary proof of address and guardianship.
 - c. If applicable, the reasons why the child is not being offered a place at any of the other schools they named on the application form, the opportunity to be added to a waiting list and details of their right of appeal.
14. Where it is evident that more than one school place can be offered, the School Admissions Service will eliminate all but the highest ranked offer where an applicant has ranked schools in order of preference on the [LA In-Year Application/Transfer Form](#). Any lower preferences will be withdrawn at this point.
15. Where it is evident that more than one school place can be offered as a result of liaison with applications made to school(s) in other LAs, the School Admissions Service will contact the family to establish which offer will be accepted and free up any potential multiple offers.
16. Parents of Tower Hamlets children who cannot be offered a place at any of their preferred schools will be advised of the school at which a place has been reserved, which may be a community, voluntary or academy school.

Where the LA is not the admission authority, notifications can be made in the following ways:

17. **Own admission authority schools** can notify parents/carers direct on the outcome of applications referred by LA. However, they will need to advise the School Admissions

Service beforehand so that decisions are co-ordinated and that the LA is able to ensure that children are not missing education.

18. Where a child is resident in **another borough**, the School Admissions Service will notify the parent of the outcome and, where necessary, advise about the waiting list and their right of appeal. The Home LA will be informed of the outcome of the application, in accordance with the agreed protocol for the exchange of information between London LAs.
19. All Tower Hamlets schools (including **own admission authority schools**) must also adhere to the requirement to admit children referred by the School Admissions Service under the provision of the locally agreed Fair Access Protocol, as required by S3.14-3.22 of the School Admissions Code 2021.

CHILDREN WHO ARE CURRENTLY IN SCHOOL (SCHOOL TRANSFER)

20. In most cases, school to school transfers will take place at the start of each school term, according to the LA's published transfer timetable. Exceptions may be made on cases where children are making an unreasonable journey to a school or where there is an exceptional medical or social need for early transfer, but these will only be agreed following discussion with all parties involved.
21. Where an offer can be made for a child currently on roll at another Tower Hamlets school, the School Admissions Service will notify the child's current school in accordance with the transfer timetable.

POST OFFER

22. Schools and academies are required to admit children within **10 school days** of the date of the notification letter except in cases of transfer between schools in Tower Hamlets. In these circumstances, the transfer should take place at the beginning of the following term.
23. Where a child does not take up the place within the relevant timeframe the school must make all reasonable enquiries as required by the Children Missing Education Guidance 2016 and only then notify the School Admissions Service. The School Admissions Service will then make effort to contact the family to find out whether or not they wish to accept the place, and notify the offered school. Only where there is no response, and it can be demonstrated that every effort has been made to contact the family, will the offer of a place be withdrawn.
24. In cases where an offer of a school place has been rejected and it is evident that no alternative provision has been arranged for the child by the parent/carer, the School Admissions Service refer the family's details to the Attendance and Welfare Service or the Home LA, if the child is not resident in Tower Hamlets. The LA will expect schools to attempt to contact families by all means available, including email and letter to the family if there is no response before taking the appropriate action.
25. Once a school offer is made, any other applications/preferences will be withdrawn and families will need to reapply if they wish to be added to the waiting lists for any further schools.
26. If a family refuse more than two transfers in an academic year, without reasonable justification, then their application will be withdrawn and they will not be considered for any further transfers in that academic year. If the application has previously been

awarded priority (such as Medical/social or Children who are out of school) on a waiting list, and the family then refuse the offer, the priority status may be removed.

27. For children not in receipt of education, delay in a straightforward admission to a school where a vacancy has been identified should be avoided. The School Admissions Service will work closely with its schools to place the child on roll as soon as reasonably practical.
28. Where School Admissions Service receives notification of an accepted offer for a child not resident in Tower Hamlets, this information will be shared with the Home LA.

APPEALS

29. Parents have the right of appeal against the refusal of a place at any of the schools for which they have applied. **Own admission authority schools** must therefore ensure they inform parents of their right of appeal, and the arrangements for doing so, if they are unable to offer a place.
30. **Own admission authority schools** should also notify the School Admissions Service of all appeals that are lodged for the school along with the outcome, as soon as this is determined.
31. Where the School Admissions Service receives notice on the outcome of an appeal for a school in its area, this information will be shared with the Home LA for a child not resident in Tower Hamlets.

WAITING LISTS

32. The waiting lists for all Tower Hamlets **community and voluntary controlled** schools will be held and administered by the School Admissions Service for all year groups and will be ordered in accordance with the published admission criteria. Parents/carers that approach community schools direct, that want to be added to a waiting list, will be required to complete [LA In-Year Application/Transfer Form](#).
33. **Own admission authority schools** will maintain their own waiting lists. When a place can be offered, the school will provide the School Admissions Service with the details of the child that they have determined as the next eligible child on the list in accordance with their published admission criteria. Where necessary, the child's current school will be notified of the offer by the School Admissions Service and the child will transfer at the beginning of the next half-term.
34. Children who are subject of a direction by the Local Authority to admit or who are allocated to a school in accordance with the Fair Access Protocol must take precedence over those on a waiting list.

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TOWER HAMLETS CHILDREN AND CULTURE

PLANNED ADMISSION NUMBERS FOR PRIMARY AND SECONDARY SCHOOLS IN TOWER HAMLETS (2025/26)



Version: 1.0
Date issued: 1st October 2023
Prepared by: Pupil Access and School Sufficiency
Children and Culture Directorate
Review Date: January 2025



No.	Primary Schools	Catchment Area	Nursery Class/ Early Years Unit	Type of School and Age Range	Number of places (Planned Admission Number)	
1.	Arnhem Wharf Arnhem Place, E14 3RP	4	Yes	Community 3-11	90	
2.	Bangabandhu Wessex Street E2 0LB	1	Yes	Community 3-11	30	#
3.	Ben Jonson Harford Street E1 4PZ	1	Yes	Community 3-11	90	
4.	Bigland Green Bigland Street, E1 2ND	5	Yes	Community 3-11	60	
5.	Blue Gate Fields Infant King David Lane, E1 0EH	5	Yes	Community 3-7	90	
6.	Blue Gate Fields Junior King David Lane, E1 0EH	5	N/A	Community 7-11	N/A	
7.	Bonner (Bethnal Green) Stainsbury Street, E2 0NF	1	No	Community 4-11	60	
8.	Bonner (Mile End) Ropery Street, E3 4QE	2	Yes	Community 3-11	60	
9.	Bygrove Bygrove Street, E14 6DN	3	Yes	Academy 3-11	30	
10.	Canary Wharf College East Ferry East Ferry Road, E14 3BA	N/A	No	Free 4-11	48	
11.	Canary Wharf College Glenworth Saunders Ness Road, E14 3EB	N/A	No	Free 4-11	48	
12.	Cayley Aston Street, E14 7NG	1	Yes	Community 3-11	60	
13.	Chisenhale Chisenhale Road, E3 5QY	2	Yes	Community 3-11	45	
14.	Christ Church CE Brick Lane, E1 6PU	N/A	Yes	Voluntary 3-11	30	
15.	Columbia Columbia Road, E2 7RG	6	Yes	Community 3-11	60	

No.	Primary Schools	Catchment Area	Nursery Class/ Early Years Unit	Type of School and Age Range	Number of places (Planned Admission Number)	
16.	Cubitt Town Primary Manchester Road, E14 3NE	4	Yes	Community 3-11	90	
17.	Culloden Dee Street, E14 0PT	3	Yes	Academy 3-11	90	†#
18.	Cyril Jackson Three Colt Street, E14 8HH	3	Yes	Community 3-11	60	#
19.	Elizabeth Selby Infants Old Bethnal Green Road, E2 6PP	6	Yes	Community 3-7	60	
20.	English Martyrs RC St Mark Street, E1 8DJ	N/A	Yes	Voluntary 3-11	30	
21.	Globe Gawber Street, E2 0JH	1	Yes	Community 3-11	45	#
22.	Hague Wilmot Street, E2 0BP	6	Yes	Community 3-11	30	#
23.	Halley Halley Street, E14 7SS	1	Yes	Community 3-11	30	
24.	Harbinger Cahir Street, E14 3QP	4	Yes	Community 3-11	45	
25.	Harry Gosling Fairclough Street, E1 1NT	5	Yes	Community 3-11	60	
26.	Hermitage Vaughan Way, E1W 2PT	5	Yes	Community 3-11	45	
27.	John Scurr Cephas Street, E1 4AX	1	Yes	Community 3-11	60	
28.	Kobi Nazrul Settles Street, E1 1JP	6	Yes	Community 3-11	30	

No.	Primary Schools	Catchment Area	Nursery Class/ Early Years Unit	Type of School and Age Range	Number of places (Planned Admission Number)	
29.	Lansbury Lawrence Cordelia Street, E14 6DZ	3	Yes	Community 3-11	60	
30.	Lawdale Juniors* Mansford Street, E2 6LS	6	N/A	Community 7-11	N/A*	
31.	Malmesbury Coborn Street, E3 2AB	2	Yes	Community 3-11	60	
32.	Manorfield Wyvis Street, E14 6QD	3	Yes	Community 3-11	90	
33.	Marion Richardson Senrab Street, E1 0QF	1	Yes	Community 3-11	60	
34.	Marner Devas Street, E3 3LL	3	Yes	Community 3-11	90	
35.	Mayflower Upper North Street, E14 6DU	3	Yes	Community 3-11	52	
36.	Mowlem Mowlem Street, E2 9HE	6	Yes	Community 3-11	30	
37.	Mulberry Canon Barnett Gunthorpe Street, E1 7RQ	5	Yes	Community 3-11	30	
38.	Mulberry Wood Wharf Brannan Street, E14	4	No	Community 4-11	60	
39.	Old Ford Wrights Road, E3 5LD	2	Yes	Academy 3-11	90	
40.	Old Palace St Leonards Street, E3 3BT	2	No	Community 4-11	60	†
41.	Olga Lanfranc Road, E3 5DN	2	Yes	Community 3-11	60	
42.	Osmani Vallance Road, E1 5AD	6	Yes	Community 3-11	60	
43.	Our Lady & St Joseph Wades Place, E14 0DE	N/A	Yes	Voluntary 3-11	60	
44.	St Agnes RC Rainhill Way, E3 3ER	N/A	Yes	Voluntary 3-11	30	

No.	Primary Schools	Catchment Area	Nursery Class/ Early Years Unit	Type of School and Age Range	Number of places (Planned Admission Number)	
45.	St Anne's and Guardian Angels RC Underwood Road, E1 5AW	N/A	Yes	Voluntary 3-11	60	~
46.	St Edmund's RC Westferry Road, E14 3RS	N/A	Yes	Voluntary 3-11	30	
47.	St Elizabeth's RC Bonner Road, E2 9JY	N/A	Yes	Voluntary 3-11	60	~
48.	St John's CE Peel Grove, E2 9LR	N/A	Yes	Voluntary 3-11	30	
49.	St Luke's CE Saunders Ness Road, E14 3EB	N/A	Yes	Voluntary 3-11	60	
50.	St Mary & St Michael RC Commercial Road, E1 0BD	N/A	Yes	Voluntary 3-11	60	
51.	St Paul's CE Wellclose Square, E1 8HY	N/A	Yes	Voluntary 3-11	30	
52.	St Paul's Way Trust Wallwood Street E14 7BW	3	Yes	Academy 3-18	60	
53.	St Paul's With St Luke's CE Leopold Street, E3 4LA	N/A	Yes	Voluntary 3-11	30	
54.	St Peter's (London Docks) CE Garnet Street, E1W 3QT	N/A	Yes	Voluntary 3-11	30	
55.	St Saviours CE Chrip Street, E14 6BB	N/A	Yes	Voluntary 3-11	30	
56.	Seven Mills Malabar Street, E14 8LY	4	Yes	Community 3-11	30	
57.	Sir William Burrough Salmon Lane, E14 7PQ	N/A	Yes	Academy 3-11	45	
58.	Solebay Solebay Street, E1 4PW	1	Yes	Academy 3-11	50	
59.	Stebon Wallwood Street, E14 7AD	3	Yes	Academy 3-11	90	

No.	Primary Schools	Catchment Area	Nursery Class/ Early Years Unit	Type of School and Age Range	Number of places (Planned Admission Number)	
60.	Stepney Greencoat CE Norbiton Road, E14 7TF	N/A	No	Voluntary 4-11	30	
61.	Stepney Park Smithy Street, E1 3BW	1	Yes	Community 3-11	90	
62.	Stewart Headlam Tapp Street, E1 5RE	6	Yes	Community 3-11	30	
63.	The Clara Grant Knapp Road, E3 4BU	3	Yes	Academy 3-11	60	†
64.	Thomas Buxton Buxton Street, E1 5AR	6	Yes	Community 3-11	60	
65.	Virginia Virginia Road, E2 7NQ	6	Yes	Community 3-11	30	
66.	Wellington Wellington Way, E3 4NE	2	Yes	Community 3-11	60	
67.	William Davis Cheshire Street, E2 6EU	6	Yes	Community 3-11	30	
68.	Woolmore Woolmore Street, E14 0EW	3	Yes	Community 3-11	90	

These schools have places reserved for children with special education needs and disabilities (SEND)

† These schools have adopted the local authority's admissions policy for community schools.

* Linked Junior school for Elizabeth Selby

~ These schools are currently subject to statutory proposals for the creation and move into a new multi academy trust

No.	Secondary Schools	Address	Post code	Type of School and Age Range	No. of Places (Planned Admission Number)	
1.	Bishop Challoner Catholic School	Commercial Road	E1 0LB	Voluntary Aided 11- 18	270	~
2.	Bow School	Twelvetrees Crescent	E3 2QW	Community 11 - 18	240	
3.	Canary Wharf College Crossharbour	East Ferry Road	E14 3BA	Free School 11 - 18	81	
4.	Central Foundation Girls	Bow Road	E3 2AE	Voluntary Aided 11 -19	240	†
5.	George Green's	Manchester Road	E14 3DW	Voluntary Controlled 11-19	210	†#
6.	Langdon Park	Bright Street	E14 0RZ	Community 11 - 18	180	
7.	London Enterprise Academy	Commercial Road	E1 1LA	Free School 11 - 16	120	
8.	Morpeth School	Portman Place	E2 0PX	Community 11 - 18	240	
9.	Mulberry Academy London Dock	Virginia Street	E1W 2AD	Academy 11 - 18	180	
10.	Mulberry Academy Shoreditch	Gossett Street	E2 6NW	Academy 11 – 18	180	†
11.	Mulberry School for Girls	Richard Street	E1 2JP	Academy 11-18	240	†
12.	Mulberry Stepney Green	Ben Jonson Road	E1 4SD	Academy 11 -18	190	†
13.	Mulberry UTC	Parnell Road	E3 2RU	University Technology College 14-19	N/A	

14.	Oaklands	Old Bethnal Green Road	E2 6PR	Community 11 - 18	150	
15.	Stepney All Saints	Stepney Way	E1 0RH	Voluntary Aided 11 - 18	208	
16.	St Paul's Way Trust	St Paul's Way	E3 4FT	Academy 4 - 18	240	#
17.	Swanlea	Brady Street	E1 5DJ	Community 11 - 18	210	
18.	Wapping High School	Commercial Road	E1 2DA	Free School 11 - 16	84	

† These schools have adopted the local authority's admissions policy for community schools

These schools have places reserved for children with special education needs and disabilities (SEND)

~This school is currently subject to statutory proposals for the creation and move into a new multi academy trust

Proposed Changes to Banding Arrangements

Current Arrangements and Proposal

Tower Hamlets has always used a 'local' banding system to ensure that the Year 7 intake at secondary school is balanced across the pupil ability ranges. The current system assigns pupils to bands using a teacher assessment of their reading level, based on the range of ability of pupils in the borough's schools at the end of Year 5.

Pupils are grouped in one of four bands (A, B, C and D – D being the highest level), For pupils where a teacher assessment cannot be obtained, they are automatically assigned to Band B.

The Local Authority is proposing to update its method of banding with a more holistic approach, which takes account of a wider range of abilities than just a pupil's reading level.

This proposed new method of banding will use a digital CATS4 assessment, to be introduced for pupils transferring to Year 7 in September 2025.

Proposed CATS4 Assessment

CATS4 is a cognitive ability test that assesses a pupil's ability in four areas:

1. Verbal Reasoning – the ability to express ideas and reason through words;
2. Non-verbal Reasoning – problem-solving using pictures and diagrams;
3. Spatial Reasoning – to look at a shape and imagine what it would look like from different angle;
4. Quantitative Reasoning – the ability to use numerical skills to solve a mathematical problem.

CATS4 is a digital (online) test made up of eight sections, split across three 'parts'. Each 'part' takes approximately 45 minutes. It is taken on either an iPad, PC or laptop.

The test scores will allow the Local Authority to rank and band pupils into four equal groups (A, B, C and D), based on:

- 1) the non-verbal reasoning; and
- 2) total standardised scores for all the children taking the test.

All children in Year 6 in Tower Hamlets primary schools, and all out-borough pupils in Year 6 who apply to Tower Hamlets secondary schools, will be assessed using the same method in the following periods:

- Year 6 pupils in Tower Hamlets Schools will test during the September of their final year at primary school.
- Pupils who miss the September date will be tested in November, along with out-borough applicants, in a Local Authority test centre. The test centres will be hosted by Tower Hamlets secondary schools.

A Summary of the Key Changes to the Banding System:

	Current Banding Arrangements for Year 7 entry in September 2024	Proposed Banding Arrangements for Year 7 entry in September 2025
Type of assessment	Teacher assessment – Reading	Digital CATS4 assessment
Assessment Provider	N/A	GL ¹ Assessment
Assessment dates	June in Year 5	September 2024 in Year 6
Assessment venue	Across all Tower Hamlets primary schools	September 2024 - in all Tower Hamlets primary schools November – in a secondary school ‘Test Centre’
How are the banding groups decided	The four banding groups are based on the range of ability of pupils assessed at the end of Year 5 at Tower Hamlets primary schools, who will transfer to secondary school in September 2024.	The four banding groups are based on the range of ability of pupils assessed in the Autumn of Year 6, who will transfer to secondary school in September 2025.
Are results available before the application closing date (31 October)	Yes Results in September of application year	No An assessment outcome will be made available to parents as part of the secondary transfer process.
How does this apply to children with an Education, Health and Care Plan (EHCP)	Children with an EHCP (complex needs) receive a nominal Band A outcome and placed in the Band A group	Children with an EHCP (complex needs) receive a nominal Band A outcome and placed in the Band A group.
What happens to children who miss the assessment	All receive nominal Band B outcome and are placed in the Band B group.	Late Applications for exceptional reasons are placed in the Band B group. Assessment refusers receive an ‘Untested’ outcome and are placed in the Untested group. They will have their applications considered after the children who have taken the banding test.
Do all Tower Hamlets Secondary Schools use banding	No. There are three schools that do not use banding as part of their admission arrangements i.e. Bishop Challoner, Wapping High and Canary Wharf College.	

¹ GL Assessment is the organisation that provides the CATS4 test that the Local Authority uses for the purpose of its banding assessment.

TOWER HAMLETS CHILDREN'S SERVICES

School Admission Arrangements Public Consultation Responses 2025/26



Version: 1.0

Date issued:

Prepared by: Pupil Access & School
Sufficiency
Children & Culture Directorate

Review Date:



1. Introduction

Tower Hamlets consulted on its school admissions arrangements as changes were proposed for arrangements for 2025/26. This is a requirement of the Department for Education's School Admission Code (2021) and ensures that arrangements continue to be relevant, fair and transparent and that as many parents as possible can obtain a place for their child at one of their preferred schools.

The consultation provided opportunity for respondents to comment on the following admissions arrangements for the 2025/26 academic year:

- (1) Local Authority Relevant Area (geographical area) for admissions purposes
- (2) Proposed admissions arrangements for Tower Hamlets community schools:
 - Nursery Schools/Classes
 - Primary Schools
 - Secondary Schools
- (3) Proposed schemes for the co-ordination of admissions for:
 - Reception Year of Primary School;
 - Year 7 of Secondary School;
 - In Year Admissions (Admissions outside of the normal points of entry)
- (C) Proposed Published Admission Numbers for schools in Tower Hamlets;

One significant change was proposed for the admission arrangements for community secondary schools in 2025/26:

1. A proposal to use a CATS4 digital assessment for banding purposes.

The consultation period ran for over nine weeks (eight weeks during term-time) from 26 October 2023 until 2 January 2024. The consultation was conducted online, using the corporate 'Let's Talk Tower Hamlets' portal and was visited 540 times. There were a total of 15 completed and submitted responses, from the 94 who viewed the survey. There was a collective response from the Tower Hamlets Admissions Forum – a group representative of key stakeholders including, parents, governors, headteachers, religious bodies, and community organisations. The Forum's role is to consider and promote a fair and effective schools admission system, which advances social equity and inclusion, ensuring that the interests of local parents and children come first. The Forum's responses are included separately in each section.

2. Communication

The table below includes the communication methods that were used to advertise and promote the consultation:

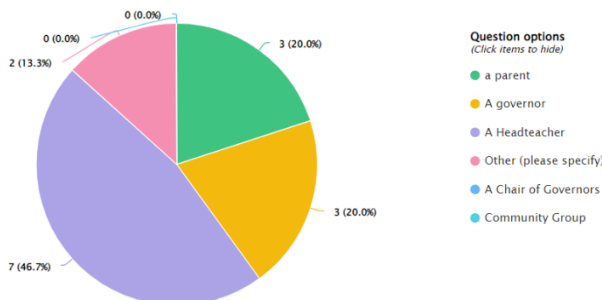
Communication medium	Communication reach	Date actioned
Articles and links on Tower Hamlets council website, intranet page and Residents Newsletter	Local residents, businesses and staff employed by the Council	November 2023
Posts on Twitter, Facebook, LinkedIn and Instagram, with target paid for media adverts on Facebook	Local residents, businesses and staff employed by the Council	November 2023

Communication medium	Communication reach	Date actioned
Email to all governors via Governor Services with information on consultation opportunity	All governors	November 2023
Email to all neighbouring local authorities seeking their views	All neighbouring local authorities	November 2023
Pupil Services staff advertise on email signatures	Borough and council wide reach	November 2023
Head Teachers Bulletin, Primary and Secondary Heads Consultative, direct email to own admission authority schools in Tower Hamlets	All head teachers employed by the local authority	November 2023
Members bulletin	All elected members asking for support to engage the local community	November 2023
Admissions Forum – agenda item for discussion and response	Members of the Forum	October 2023
Direct email to the Collective of Bangladeshi Governors	Governors	November 2023
Direct news mailing to all parents known to Parent and Family Support Service Parent Mailing Lists	News mailing to professionals who work with families across schools, health, the LA voluntary sector	November 2023
Direct emails to Parent and Family Support Service Professionals	Email	November 2023
Promotion during Transition’s Team informal school’s events	Local parents and carers	November 2023

3. Profile of respondents

3.1 Role

The respondents confirmed the capacity in which they were responding.



4. Results analysis

4.1 Local Authority Relevant Area

Respondents were asked to agree that ‘Tower Hamlets, City of London and Hackney’ should remain the ‘relevant area’ for admissions purposes. All 15 respondents (100%) agreed with the proposal.

The Tower Hamlets Admissions Forum agreed with the proposal.

Local Authority Response

Government Regulations require a local authority to determine the "relevant area" or geographical area it will use for consulting on its school admission arrangements. Currently, the geographical area Tower Hamlets uses for consulting upon its admissions arrangements is the Local Authority area and the neighbouring local authority areas of the City of London and Hackney, as parts of these boroughs are included in the Tower Hamlets School Catchment System.

The LA's primary school catchment areas aim to ensure equal opportunities for children living in areas where there are limited options in applying for a school place. They have been designed to take into account geographical boundaries (such as main roads) to allow for safe walking journeys, the pupil population and any future plans to re-organize or develop primary provision in parts of the borough.

4.2 Nursery Admissions

Respondents were asked to agree with the proposed admission policy and oversubscription criteria. There were no proposed changes. All 15 respondents (100%) agreed with this.

The Tower Hamlets Admissions Forum agreed with the proposal, there were no objections.

Local Authority Response

The admissions policy and oversubscription criteria provide a robust framework and transparent admissions process, with positive outcomes for Tower Hamlets families. This is consistent with the Local Authority's statutory duties as set out in the most recent revision of the Department for Education's School Admissions Code (2021).

4.3 Community Primary School Admissions

Respondents were asked to agree with the proposed admission policy and oversubscription criteria. There were no proposed changes. 14 respondents (93.3%) agreed with the proposal, 1 respondent (6.7%) disagreed.

The Tower Hamlets Admissions Forum agreed with the proposal, there were no objections.

Local Authority Response

The admissions policy and oversubscription criteria provide a robust framework and transparent admissions process, with positive outcomes for Tower Hamlets families. This is consistent with the Local Authority's statutory duties as set out in the most recent revision of the Department for Education's School Admissions Code (2021).

4.4a Community Secondary School Admissions

Respondents were asked to consider the proposed change to a digital CATS4 assessment for banding purposes. 10 respondent (66.7%) agreed with the proposal, 5 respondents (33.3) did not.

Respondents were asked to comment if they agreed with the proposed change to banding assessment. 10 respondents provided comments which can be summarised as follows:

- Digital banding assessments are transparent and fair.
- A digital assessment will also provide rich data to support the transition to secondary school.
- The continued use of banding will support balanced intakes across schools.

Respondents were also asked to comment if they did not agree with the proposed change to banding assessment. 4 respondents provided comments which can be summarised as follows:

- Banding assessments create further unnecessary stress and pressure for children.

The Tower Hamlets Admissions Forum supports the proposals.

Local Authority Response

The significant proposed change to the existing admission policy for community secondary schools is the use of a CATS4 digital assessment for banding purposes.

Tower Hamlets has always used a 'local' banding system to ensure that the Year 7 intake at secondary school is balanced across the pupil ability ranges. The current system assigns pupils to bands using a teacher assessment of their reading level, based on the range of ability of pupils in the borough's schools at the end of Year 5. Pupils are grouped in one of four bands (A, B, C and D – D being the highest level), For pupils where a teacher assessment cannot be obtained, they are automatically assigned to Band B.

The Local Authority is proposing to update its method of banding with a more wholistic approach, which takes account of a wider range of abilities than just a pupil's reading level. This proposed new method of banding will use a digital CATS4 assessment, to be introduced for pupils transferring to Year 7 in September 2025.

CATS4 is a cognitive ability test that assesses a pupil's ability in four areas:

1. Verbal Reasoning – the ability to express ideas and reason through words;
2. Non-verbal Reasoning – problem-solving using pictures and diagrams;
3. Spatial Reasoning – to look at a shape and imagine what it would look like from different angle;
4. Quantitative Reasoning – the ability to use numerical skills to solve a mathematical problem.

The assessment is made up of eight sections, split across three 'parts'. Each 'part' takes approximately 45 minutes. It is taken on either an iPad, PC or laptop. The test scores will allow the Local Authority to rank and band pupils into four equal groups (A, B, C and D), based on:

- 1) the non-verbal reasoning; and
- 2) total standardised scores for all the children taking the test.

All children in Year 6 in Tower Hamlets primary schools, and all out-borough pupils in Year 6 who apply to Tower Hamlets secondary schools, will be assessed using the same method.

The admissions policy, oversubscription criteria and digital banding assessment will provide a robust framework and transparent admissions process, with positive outcomes for Tower Hamlets families. This is consistent with the Local Authority's statutory duties as set out in the most recent revision of the Department for Education's School Admissions Code (2021).

4.5 Co-ordinated schemes for Reception, Year 7 and in-year admissions and transfers

In line with arrangements in other London boroughs, Tower Hamlets has a system to co-ordinate the arrangements for children to start primary school in the Reception year and to transfer to secondary school in Year 7. This is known as the Pan-London Co-ordinated System, and it enables parents to apply for schools in their own borough and in other boroughs using a single application form.

Tower Hamlets also co-ordinates applications made during the school year and outside the standard points of entry (Reception and Year 7), known as 'in-year admissions'.

There are no proposed changes to the co-ordinated scheme for Reception, Year 7 and in-year admissions and transfers for the 2025/26 school year admissions other than an update to the dates. 13 respondents (86.7%) agreed with this, 2 respondents (13.3%) did not. Consultation respondents were invited to provide comments on the coordinated schemes if they did not agree with them, none did.

The Tower Hamlets Admissions Forum supports the schemes and did not provide any further comment.

Local Authority Response

Co-ordinated schemes for Reception and Year 7

The Local Authority has a statutory responsibility to co-ordinate admissions for children starting primary school, moving from infant to junior school and those transferring from primary to secondary school. In accordance with the School Admissions Code, we must ensure that where a place is available, children are offered a place at their highest preference of school. We seek to offer these places at the earliest opportunity.

Co-ordination continues to ensure positive outcomes for Tower Hamlets residents with a high proportion of children gaining a place at a local secondary school or nearby primary school. The percentage of Tower Hamlets children securing a place at one of their parent's top three preferences has remained broadly in line with the London average.

The oversubscription criteria for Tower Hamlets community schools give priority to children living closest to the school, regardless of their borough of residence. Admissions arrangements for schools in other London boroughs are determined by the relevant Local Authority, however there is a coordinated scheme which enables

parents to apply for schools in their own borough and in other boroughs using a single application form.

Co-ordinated scheme for in-year admissions and transfers

The Local Authority co-ordinates admissions for children who require a school place outside of the normal points of entry. We have seen current demand grow from 2180 applications naming at least one preference school (2019-20), to a high of 3168 (2020-21), and 2603 (2022-23). These increased numbers are expected to remain higher than pre-pandemic levels and may be rising again. The autumn term saw 1332 applications received, compared to 1077 in the same term last year.

Co-ordinated in-year admissions and transfers is not a statutory requirement, but it is an essential safeguarding provision that provides the Local Authority with the most effective way of ensuring that children missing from education can be identified and supported back into school quickly, particularly children who have experienced more complex problems and would therefore face tougher obstacles to them getting back into suitable education. So far, during this current school year, 487 applications from children out of school, with a further 590 transfer requests (1077 total applications), have been received and processed by the Local Authority.

A scheme for co-ordinating in-year admissions is also essential at a time when the numbers of children requiring school places outside the normal points of entry remains high. The Local Authority and its schools have put in place a number of measures to support existing residents and new arrivals to the area, including an established Fair Access Protocol that enables vulnerable children to be placed in education provision quickly as well as ensuring that every school takes its fair share of children who are difficult to place.

The Local Authority seeks to improve its in-year admissions and transfer processes to ensure that applications are processed quickly and children are placed in school at the earliest opportunity.

4.5 Published Admission Numbers for schools in Tower Hamlets

The Published Admission Number (PAN) sets out the maximum number of children that each school will admit to the Reception year (Primary), Year 3 (Junior), Year 7 (Secondary) or Year 9 (UTC). 12 respondents (80%) agreed with the proposed planned admission numbers across all Tower Hamlets schools, 3 (20%) did not agree.

Respondents were asked to comment if they did not agree with the proposed planned admission numbers. 1 respondent provided comments which can be summarised as follows:

- Schools should adjust their planned admission numbers to accommodate parental preference.


The Tower Hamlets Admissions Forum agreed with the proposal, there were no objections.

Local Authority Response

The PAN confirms the maximum number of children that each school will admit to the reception (primary) or Year 7 (secondary) in the school year 2025-26. The PAN is

based on the net capacity range of each school, or in some cases a higher or lower figure. This enables the LA to meet its statutory responsibility to provide and maintain sufficient high quality school places, where they are needed and when they are needed, for families in the borough.

Subject to consultation, these numbers may change in the light of increasing/decreasing demand for school places. Any future changes to the PAN will continue to meet the need to provide high quality places where they are required, assist schools to provide stability in their long-term planning and will help to secure financial viability at a time when all schools are under considerable budget pressures. This will allow schools to secure high quality educational outcomes for the pupils currently on roll, whilst ensuring that an appropriate number of places are provided for future pupil numbers, in line with demand.

Cabinet Wednesday, 21 February 2024	 TOWER HAMLETS
Report of: Simon Baxter, Corporate Director, Communities	Classification: Open (Unrestricted)
Reduction and Recycling Plan Progress Report - Quarter 3, 2023	

Lead Member	Councillor Kabir Hussain, Cabinet Member for Environment and the Climate Emergency
Originating Officer(s)	Richard Willams, Head of Operational Services Fiona Heyland, Environmental Services Improvement Manager Louise Houston, Environmental Services Improvement Team Leader
Wards affected	(All Wards);
Key Decision?	No
Reason for Key Decision	N/A
Forward Plan Notice Published	22/11/2023
Exempt information	N/A
Strategic Plan Priority / Outcome	Priority 7: Working towards a clean and green future

Executive Summary

The Reduction and Recycling Plan (RRP) 2023-2025 was approved by Cabinet in September 2023. Progress reports are provided to Cabinet on a quarterly basis detailing achievements that has been made against actions detailed within the plan. The attached Quarter 3 report is presented to Cabinet for note.

The Reduction and Recycling Plan (RRP) is a requirement set by the GLA to ensure all London authorities are in general conformity with the London Environment Strategy. The proportion of household waste sent for recycling is now an Oflog measure.

This latest RRP comprises environmental metrics drawn from the previous reporting cycle (2018-2022) along with a cross-cutting action plan drawn from our Strategic Plan and Tower Hamlets Waste Management Strategy. This second RRP covers a

two-year period from April 2023 to the end of March 2025 and sets out our ambition to achieve a 23% recycling rate.

Recommendations:

The Mayor in Cabinet is recommended to:

1. Note the Reduction and Recycling Plan 2023-2025, Quarter 3 2023 Progress Report.

1 REASONS FOR THE DECISIONS

- 1.1 A quarterly progress report was requested as a recommendation of the approval of the RRP at September Cabinet.

2 ALTERNATIVE OPTIONS

- 2.1 This is noting report and there are no alternative options.

3 DETAILS OF THE REPORT

- 3.1 The Reduction and Recycling Plan 2023-2025 (RRP), Quarter 3 2023 Progress Report (Appendix 1) provides an update on recycling performance with commentary and sets out the progress and achievements against priorities and actions. The report describes:
 - RRP background
 - Recycling Performance
 - RRP priorities and actions
 - Other actions and progress

Progress summary and context

- 3.2 The GLA requires all London authorities to have a Reduction and Recycling Plan (RRP) showing that they are in general conformity with the London Environment Strategy.
- 3.3 The Office for Local Government (Oflog) waste management performance measures are 1. Proportion of household waste sent for recycling, 2. Residual waste per household and 3. Contamination rate of recycling – calculated as the estimated proportion that is rejected of the total amount of household waste sent for recycling.
- 3.4 The household recycling rate target set in the RRP is 23% by March 2023. The household recycling rate for the April to October 2023 is estimated to be 16.04%. Progress has been made on actions within the RRP, however it will take time for some of these to have an impact on the recycling performance.
- 3.5 A key barrier to increased recycling performance that has been highlighted is the lack of internal and external storage for recycling which the council is

addressing through the Flats Recycling Project. To date the project team has been working with 37 different property managers. Infrastructure improvements have been rolled out to 600 blocks with a further 325 scheduled before the end of the financial year. The target number of blocks is 2170 by the end of next financial year.

- 3.6 The population density, fast population growth and high proportion of flatted properties poses significant challenges for waste and recycling services, along with the growth in the night economy. The residual waste tonnage increases in higher proportion every year, compared to the dry mixed recycling, which has only grown marginally. The property growth has a direct impact on the increase of the household residual waste generated. The total number of dwellings given by WasteDataFlow in 2023-24 is 144,240, whereas, in 2022-23, this number was 140,210. This is a 2.87% increase from last year. It is estimated that we are collecting 130 tonnes more residual waste from households every month this year compared to 2022-23.
- 3.7 The food waste collection service currently covers all low-rise properties however, our recent monitoring indicates that only around a quarter of households are taking part in the service. Analysis of our waste composition indicates that about 34% of residual waste is food waste and so a plan has been developed to target increasing participation in this service as quickly as possible.
- 3.8 38 engagement events have been delivered this year to date including education sessions at schools, recycling engagement stalls, swap events, waste minimisation workshops, caretaker training sessions and a staff pod session. The recycling champions network now has 104 people signed up.
- 3.9 The “Let’s Rethink it” ran throughout the year and included outdoor, social media and programmatic advertising.
- 3.10 We are working with ReLondon on developing our service standards and policies, with a view to ensuring that everyone understands their roles and responsibilities about waste, recycling and contamination. This work is particularly focussed on the managing agent and landlord stakeholder group. We are holding an event with them in March to progress this work.
- 3.11 We have been using data and monitoring to identify estates with high contamination and are highlighting problems areas with managing agents. We are going to start working on an estate-by-estate basis to encourage correct recycling behaviour.

Resources delivering the RRP

- 3.12 Most of the projects within the RRP are being undertaken by the Environmental Services Improvement Team and are funded from current revenue budget provision and the allocation of CIL funding for the Flats project.

- 3.13 There are 2 full-time and 1 part-time Officers who cover engagement activities and events. There are 3 full-time Officers, plus one current vacancy, in the Flats Recycling Project Team and one full-time Project Manager. Other projects are covered by two full-time and one part-time Environmental Services Officers, with part-time cover provided by a Project Delivery Manager.

4 EQUALITIES IMPLICATIONS

- 4.1 An equalities assessment was undertaken for the RRP. No other implications have been identified.

5 OTHER STATUTORY IMPLICATIONS

- 5.1 This section of the report is used to highlight further specific statutory implications that are either not covered in the main body of the report or are required to be highlighted to ensure decision makers give them proper consideration. Examples of other implications may be:
- Best Value Implications,
 - Consultations,
 - Environmental (including air quality),
 - Risk Management,
 - Crime Reduction,
 - Safeguarding.
 - Data Protection / Privacy Impact Assessment.

Environmental (including air quality)

- 5.2 The council's waste management services contribute to the protection of the environment and protecting human health through the promotion of waste minimisation and effective management of waste arising in the borough.
- 5.3 The main focus of the RRP is to move waste up the waste hierarchy by providing residents and businesses in the borough with greater access to services that will allow and encourage them to waste less, reuse and recycle more. This will contribute to the council's efforts to mitigate the impacts of climate change by reducing the carbon footprint of the council's waste management services.
- 5.4 The RRP also looks to support the achievement of the council's air quality action plan objectives through the incorporation of the council's plans to green the waste services vehicle fleet.

Risk Management

- 5.5 Some actions set out in section three of the RRP seek to address the some of the expected upcoming Government reforms. However, implementation of these actions is subject to further clarity from Government, access to funding

and the ability to address operational and waste treatment issues as identified in the RRP, specifically action LB Tower Hamlets #4.

6 COMMENTS OF THE CHIEF FINANCE OFFICER

- 6.1 This report provides an update on the progress made towards the delivery of the Council's Recycling and Reduction Plan 2023-25, aimed at delivering improvements to waste and recycling performance as part of the strategic plans to deliver a clean and greener future for Tower Hamlets, and to comply with requirements set by the GLA.
- 6.2 The costs incurred to date in delivering the outcomes detailed in Appendix 1 to this report have been contained within existing revenue budget provision and approved capital programme for the Flats recycling package.
- 6.3 Delivering on the actions within the RRP will generate extra cost and budget pressures in 2024/25, relating to increased quantity of recycling tonnage to be processed combined with inflationary pressures on processing costs. Revenue growth bids for this have not been submitted and the service will monitor and mitigate these cost pressures in 2024/25.

7 COMMENTS OF LEGAL SERVICES

- 7.1 Pursuant to s.355 of the Greater London Authority Act 1999, the Council must:
- 7.2 Act in general conformity with the provisions of the London Environment Strategy dealing with municipal waste management, save to the extent that compliance does not impose excessive additional costs on the authority.
- 7.3 Act in accordance with any guidance from the Secretary of State for determining what is to be regarded as acting in general conformity or imposing excessive additional costs.
- 7.4 Pursuant to s.356 of the Greater London Authority Act 1999, the Mayor of London can give a direction requiring the Council to take action if he considers it necessary for the purposes of the implementation of the London Environment Strategy. The Council must comply with any such direction.

Linked Reports, Appendices and Background Documents

Linked Report

- [Reduction and Recycling Plan 2023-2025](#)

Appendices

- RRP Qtr3 Progress Report

Background Documents – Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2012

- NONE.

Officer contact details for documents:

Louise Houston, Environmental Services Improvement Team Leader

Richard Williams, Head of Operational Services

Reduction and Recycling Plan 2023-2025

Quarter 3 2023 Progress Report

[Publish Date]



1 Background

The Reduction and Recycling Plan (RRP) is a requirement set by the GLA to ensure all London authorities are in general conformity with the London Environment Strategy. The current RRP includes environmental metrics drawn from the previous reporting cycle (2018-2022) along with a cross-cutting action plan drawn from our Strategic Plan and Tower Hamlets Waste Management Strategy. It covers a two-year period from April 2023 to the end of March 2025 and sets out our ambition to achieve a 23% recycling rate.

The main focus of the RRP is to move waste up the waste hierarchy by providing residents and businesses in the borough with greater access to services that will allow and encourage them to waste less, reuse and recycle more. This will contribute to the council's efforts to mitigate the impacts of climate change by reducing the carbon footprint of the council's waste management services.

Key Initiatives within our RRP include:

- Recycling route optimisation to deliver more efficient and effective collections from all households.
- Over £2 million investment, to roll-out of flats recycling improvement project across 2160 blocks of flats.
- Focus on making sure people have access to recycling bins and bags.
- Re-focused communication campaigning to leverage more community engagement and behaviour change. To work with community groups, faith groups, schools, mosques and local media to increase waste reduction, re-use and recycling activity in all households.

The RRP also looks to support the achievement of the council's air quality action plan objectives through the incorporation of the council's plans to green the waste services vehicle fleet.

The RRP is key to delivery of Strategic Plan “Priority 7: A clean and green future”.

Priority Theme	Pledge/Policy	Year	Annual deliverable
Priority 7: A Clean and Green Future	Work with the service to deliver further improvements, including education on recycling	2023-24	Deliver a programme of behaviour change initiatives including the flat recycling project, the recycling champions network, a recycling communication campaign and waste reduction, re-use events and workshops

[Read the full RRP](#)

2 Recycling performance

The figures below show the recycling performance from April to October 2023. November and December figures are not available yet. This report will be updated in mid-January 2024 to include November’s figures. Quarter 3 figures will be available from mid-February 2024.

The household recycling rate from April to October 2023 was 16.04%. The total household waste collected was 53,949.39 tonnes, of which 8,666.07 tonnes were recycled, reused or composted.

The Local Authority Collected Waste (LACW) recycling rate includes all waste collected and recycled by the Council from household and non-household sources. The LACW recycling rate from April to October was 16.27%. The total LACW waste collected was 63,946.91 tonnes, of which 10,404.99 tonnes were recycled, reused or composted.

The main aspects affecting our recycling rate are:


- The waste service strike that took place from Monday 18th to 26th September 2023. During this time only 5.42 tonnes of dry mixed recycling were collected. Consequently, the recycling rate in September dropped to 13.58% and has affected the overall recycling rate for the year to date.

- The average contamination rate in our dry mixed recycling up to October is 28.4% compared to 27.26% in 2022-23.
- The residual waste tonnage increases in higher proportion every year, compared to the dry mixed recycling, which only grows marginally. The property growth has a direct impact on the increase of the household residual waste generated. The total number of dwellings given by WasteDataFlow in 2023-24 is 144,240, whereas, in 2022-23, this number was 140,210. This is a 2.87% increase from last year. It is estimated that we are collecting 130 tonnes more of residual waste from households every month this year compared to 2022-23.
- The Government's new regulations for the disposal of upholstered seating containing POPs (Persistent Organic Pollutants) establish that these items can no longer be recycled and need to be sent to Energy from Waste (EfW). It is estimated that about 111 tonnes per month is being diverted to the residual waste stream, instead of being sent to a recycling facility.

During October there was a considerable increase in the amount of dry mixed recycling collected. Typically, the average amount of dry mixed recycling collected per week is 270 tonnes. However, the average in October was 281.61 tonnes per week. This is approximately 11 tonnes more per week, which could indicate early signs of recovery.

Annual totals including (a) Household waste per head, (b) kgs per household of collected residual waste and (c) kg per head of avoidable (edible) food waste will be reported in Quarter 4.

3 Priorities and actions

Ref	Action and why it is important	Status (RAG)	Achievements and progress - Quarter 3
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 215</p>	<p>Improving recycling infrastructure for blocks of flats and estates and tackling contamination through implementing Flats Recycling Package (FRP) interventions.</p> <p>Based on best practise research the project is providing essential infrastructure and addressing inequality in service provision. Many blocks require recycling bins or additional recycling bins in convenient locations, to provide enough storage capacity and enable residents to use the service. Updated lockable recycling bins will reduce contamination. Signage and bin stickers will provide constant visual information about how to recycle, what not to put into rubbish bins and how to arrange a bulky waste collection.</p>		<p>Officers are surveying blocks of flats and producing reports with bespoke recommendations for managing agents to agree before roll-out of the changes is made.</p> <ul style="list-style-type: none"> • 925 will have received interventions including new recycling bins, additional recycling bins and/or signage in 2023/24. 2170 is the target by the end of 2024. • Interventions are due to be delivered to 330 blocks by the end of Quarter 4 2023/24 increasing storage capacity at blocks by 61%. • An additional 440 blocks are due to be surveyed before the end of Q4 2023/24. • Representatives from 37 managing agents have met with the project team and attended site visits. 5 caretaker training sessions have been delivered with 60 caretakers receiving training. • Performance monitoring is scheduled to commence in January 2024 and will run until May 2024. <div style="display: flex; justify-content: space-around; align-items: center;">  <div data-bbox="1877 965 2145 1109" style="border: 1px solid black; padding: 5px;"> <p>Left: recycling and rubbish signage designs for above bins</p> </div> </div>
#2	<p>Increasing participation in the kerbside food waste collection service through re-promotion of the service.</p>		<ul style="list-style-type: none"> • Officers carried out new participation monitoring in September-October. The participation rate on a weekly basis was found to be between 8-26%. • Previous survey work was taken to identify the location and number of low-rise properties, this data is being cleansed.

	Food waste collected for composting contributes to our recycling rate Participation needs to be improved.		<ul style="list-style-type: none"> A communications plan is in development which will include targeted repromotion of the service in the new financial year with 7000 properties leafleted in Quarter 1 and 2 and a target of 2333 of these properties signed up.
#3	Rolling out food waste collection service to purpose-built blocks of flats. Food waste collections from all properties will be mandatory by April 2027.		<ul style="list-style-type: none"> The space for food waste containers is being identified as part of the flats recycling project in readiness for service expansion. A service model for flats is in the process of being designed using best practice from other boroughs and lessons learnt from our own pilot.
#4	Reviewing the kerbside food and garden waste collection service with a view to collect food waste from kerbside properties fully separate from garden waste Previous Government reform guidance suggested that separate collections would be necessary for food and garden waste, however more recent guidance indicates this is no longer the case.		<ul style="list-style-type: none"> Government's Simpler Recycling reforms were published in October 2023. We have responded to the closed consultation on the intention to incorporate an exemption to the regulations to allow the co-collection of food and garden and are awaiting a response.
#5	Reviewing our waste and recycling collection service policies to increase recycling		<ul style="list-style-type: none"> Following the Government's Simpler Recycling reforms being published in October and review of current policies, we are in the process of drafting new policy proposals to be complete in Quarter 4.
#6	Review and expand garden waste collection service to increase recycling Garden waste composting contributes to our household recycling rate.		<ul style="list-style-type: none"> We currently have a garden waste service for houses. Simpler Recycling reform is likely to require us to expand the service to ground floor flats with gardens on-request by April 2026. We will look to identify the number of ground floor flats with gardens in Quarter 4.

<p>#7</p>	<p>Improving service delivery: Flats above shops (FAS)</p> <p>Many flats above shops do not have access to a convenient recycling service.</p>		<ul style="list-style-type: none"> • GIS mapping has been completed and we are cleansing the data to estimate the number of FAS. • Work is being carried out to re-introduce single use recycling bag deliveries. • Time banded collections are to be rolled out in July 2024. • The lead officer is developing a Project Initiation Document. • Simpler Recycling reforms mean that we will also need to provide a food waste collection service to FAS by April 2027.
<p>#8</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 217</p>	<p>Expansion of commercial waste service to include food waste and promote recycling collection service</p> <p>Commercial recycling and food waste contributes to our LACW recycling rate. Business fly-tipping in domestic recycling bins contributes to contamination and uses residential waste storage capacities.</p>		<ul style="list-style-type: none"> • A Commercial Waste Manager joined the Waste Operations Team in Quarter 3. • The 2024/25 Commercial Waste Business plan will show the team engaging with the Enforcement team on a range of projects, which will tackle the issue of contamination of recycling sacks and black sack abuse. This will have an impact on the use of the recycling service as well as increasing the overall recycling rate in the borough. • The team will also be visiting multiple businesses in the borough who purely use the general waste service only, on the basis they will encourage recycling and of course the environmental and cost benefits. • Management will also be benchmarking the price point for the recycling services as the current price for recycling does not offer a wide enough cost benefit versus general waste. • As part of a major market share project the Sales officers will be signing new customers across the borough in 24/25, on the basis that each customer must take up the recycling service if using the general waste service. The team will also be issuing new marketing material for all collection services mainly aimed at increasing the uptake of recycling services. The website will also promote the use of the recycling services and the benefits associated. • As part of a major shake-up of the recycling service offering an incentive scheme will be introduced during the 24/25 financial year introducing an Environmental Partnership between the businesses and the council, which will offer recycling

			audits as well as some form of recognition for the business in the form of a sticker or certificate to be displayed in the premises.
#9	Improve recycling sack distribution		<ul style="list-style-type: none"> • A plan has been developed to deliver recycling sacks to low-rise properties and flats above shops from April next year. • Reusable recycling bags continue to be distributed on request as part of the Flats Recycling Project and stalls/events. • Continuing messages to encourage loose recycling.
#10	<p>Championing food waste reduction initiatives</p> <p>Contributes to our Strategic Plan target to deliver at least 32 events/activities in 2023/2024</p>		<ul style="list-style-type: none"> • We have been participating in the Pan-London food waste campaign which aims to reduce food waste and encourage lower carbon diets. Results to be reviewed in Quarter 4. • The engagement team engaged residents in conversation about food waste reduction at events and stalls, providing “Love food, hate waste” tips cards and food package clips and delivered one food waste reduction workshop. • LIF funded ‘food waste to soil pilot’ in the Columbia Road area due to commence in Quarter 4. The pilot is an innovative Circular Economy project which will work with high street businesses (10) and THH residents (52 units) to convert their food waste into soil. The soil will then be redistributed to local gardening groups on the THH estates.

Right: Residents take part in a “Pickles and paneer” food waste reduction workshop.



#11

Reuse, repair and recycling activities and events

Contributes to our Strategic Plan target to deliver at least 32 events/activities in 2023/2024

- 907 residents have been engaged, with 13 recycling and waste reduction information stalls at community events and Idea Stores.
- 42 staff attended a pod session about recycling and sustainability.
- 6 swap clothing and book swap events have been held. On average 52 people attend each event. Any items not taken are collected by the charity TR Aid. 4 of these swap events included clothes mending workshops.



Above (left to right). Residents take part in a clothing swap, residents learn repair skills at a workshop teaching clothes mending, and a resident plays a recycling game at a stall at the Festival of Communities.

Promoting waste reduction and recycling within the local community through the Recycling Champions Scheme


Strategic Plan target to recruit 35 new champions and undertake engagement via 1 dedicated event each quarter including a thank you event and Materials Recovery Facility tours and bi-monthly newsletters.


- There are 104 recycling champions across the borough. 35 new champions have joined the network so far this year. All recycling champions receive communications materials to promote the services locally.
- Bi-monthly newsletters keep recycling champions up to date about events and other initiatives and offer volunteering opportunities.
- A recycling sorting facility tour was attended by 8 champions in Quarter 1.
- Recycling champions have volunteered at 5 events, contributing approximately 132 hours of service.
- Recycling Champions social and workshop was held 8th December. 24 champions attended. Activities included a recycling quiz, a 'world café' activity to determine champions interests and motivations, and food waste minimisation themed refreshments (reusable equipment rented from Library of Things). Feedback collected will be used to improve the how we support and work with our champions.



Above (left to right): Recycling champions attend a recycling facility tour/education session and participate in a workshop. Right: champions volunteer at a clothes swap event.



<p>#13</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 201</p>	<p>Education and behaviour change – Schools recycling programme</p> <p>Recycling and food waste collected from schools contributes to the household recycling rate.</p> <p>Education of students will help increase recycling now and in the future.</p> <p>Contributes to our Strategic Plan target to deliver at least 32 events/activities in 2023/2024</p>		<ul style="list-style-type: none"> • 5 recycling education sessions have been delivered this year with 296 children engaged. • The engagement team are visiting all schools and undertaking an audit of recycling and food waste facilities with the aim to help schools improve their own recycling performance. 32 schools have been audited so far.  <div data-bbox="1458 405 1807 587" style="border: 1px solid black; padding: 5px;"> <p>(Left): A recycling session at an assembly at Marner Primary School</p> </div>
<p>#14</p>	<p>Expand locations for the recycling of small WEEE and batteries</p> <p>WEEE and small batteries should not be disposed of in the rubbish or recycling bins and this will provide convenient opportunities for recycling.</p>		<ul style="list-style-type: none"> • Initial agreement from Swan Housing and Gateway to trial WEEE and batteries in reception/concierge office areas on estates. Galliard Homes and Pinnacle have also expressed an interest. • Review of batteries and WEEE containers at Idea Stores complete. Bins have been replaced where necessary.
<p>#15</p>	<p>Expand opportunities for residents to reuse and recycle textiles</p> <p>Waste prevention and reuse are at the top of the waste hierarchy and will contribute to reducing municipal waste.</p>		<ul style="list-style-type: none"> • We have partnered with the charity TR Aid to promote their on-request doorstep textile service. This provides an additional service without the need for more textile banks. A soft launch via social media channels was delivered in November. Further communications to continue in January with a promotional event in February. • 311 people have attended clothing and book swap events across the borough. 4 swap events included clothes mending workshops.

				<div style="border: 1px solid black; padding: 5px;"> <p>Left: Traid doorstep collection service is being promoted</p> </div>
<p>#16</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 22</p>	<p>Collaboration with faith groups and targeted/local media to promote recycling and waste reduction</p> <p>Improved communication and engagement to improve recycling quality and quantity.</p>		<ul style="list-style-type: none"> • Translation of recycling animation video into Bengali has been commissioned. • Discussions have commenced with Faith Action about organising a focus group on recycling. • Further work will take place in due course. 	
<p>#17</p>	<p>Directory of repair / circular economy companies in the borough to promote/work with (any reuse schemes, refill shops, container reuse)</p> <p>Waste prevention and reuse are at the top of the waste hierarchy and will contribute to reducing municipal waste.</p>		<ul style="list-style-type: none"> • Directory of locations for online map created. GiS and Google maps options being explored. • Webpage for waste reduction has been drafted. • New webpage with map to be completed in Quarter 4. 	
<p>#18</p>	<p>Promoting reduction of single use plastics</p> <p>Waste prevention and reuse are at the top of the waste hierarchy and will contribute to reducing municipal waste.</p>		<ul style="list-style-type: none"> • Plastic and waste reduction festive season messages have gone out on X (formerly Twitter), Facebook and LinkedIn in the lead up to Christmas. Examples: <ol style="list-style-type: none"> 1. https://twitter.com/TowerHamletsNow/status/1737837328377495620?ref_src=twsrc%5Egoogle%7Ctwcamp%5Eserp%7Ctwgr%5Etweet 	

- https://twitter.com/TowerHamletsNow/status/1737112838991471031?ref_src=twsrc%5Egoogle%7Ctwcamp%5Eserp%7Ctwgr%5Etweet

 **Tower Hamlets Council** 
@TowerHamletsNow ...

Support local markets and greengrocers and make a more sustainable choice by buying fruit and vegetables without plastic wrap. 🥕 🥔 🥬

Small changes can lead to a big difference! 🌍 ✅

For tips to reduce waste over the festive period and beyond [▶](#)
orlo.uk/Vu14h



2:09 pm · 19 Dec 2023 · 601 Views

- https://twitter.com/TowerHamletsNow/status/1736763009106681905?ref_src=twsrc%5Egoogle%7Ctwcamp%5Eserp%7Ctwgr%5Etweet

- We use reusable cups and cutlery at our events.

#19	<p>Improving waste reduction and recycling arrangements in new developments</p> <p>Providing responses to planning applications and carrying out pre-occupation site visits ensure that waste facilities at new developments are fit for purpose in-line with our SPD and enable good waste and recycling management.</p>		<ul style="list-style-type: none"> • Technical Officer role dedicated to waste planning was filled and the new officer started on 29 August. Since this time feedback has been provided on 86 planning applications and 8 pre-occupation site visits have been conducted.
#20	<p>Promoting waste reduction and Circular Economy principles in the business community</p> <p>Waste prevention and reuse are at the top of the waste hierarchy and will contribute to reducing municipal waste</p>		<ul style="list-style-type: none"> • LIF funded small-scale ‘food waste to soil pilot’ in the Columbia Road area due to commence in Quarter 4. The pilot is an innovative Circular Economy project which will work with high street businesses (10) and THH residents (52 units) to convert their food waste into soil. The soil will then be redistributed to local gardening groups on the THH estates.
#24	<p>Greening the waste collection fleet</p> <p>Electrification of the fleet will reduce emissions and help to improve air quality.</p>		<ul style="list-style-type: none"> • The electrification of the fleet is delayed due to insufficient infrastructure and uncertainty about the number of sites including Commercial Road and Blackwall Depot. • Electrification of the smaller fleet will begin in 2024, with progress depending on the number of chargers installed and the availability of suitable vehicles, as not all types are readily available on the market yet. The electrification of larger vehicles, like HGVs, is planned for around 2030 or shortly after, subject to infrastructure development and funding.

4 Other actions and progress

4.1 Recycling communications campaign

The "Let's rethink it" recycling campaign ran throughout 2023 with the final phase scheduled for January 2024.

January-March 2023

- [Dedicated campaign landing page](#)
- Endorsement message from Mayor of Tower Hamlets in the residents newsletter and information shared in the member's bulletin encouraging councillors to get involved and support the campaign.
- [Our East End \(March edition\)](#) – launched campaign in the magazine.
- A sturdy A5 leaflet for residents to keep on their fridge was distributed alongside Our East End, which is delivered to every home in the borough.
- Visuals on outdoor advertising spaces, digital screens and social media pages, supported with programmatic advertising targeted at people who live in flats in Tower Hamlets.
- Social media survey to test knowledge of recycling, identified aerosols and plastic items has the most common items not recycled and food waste has the most common contaminate.

April-August 2023

- Visuals were rolled out across corporate outdoor advertising sites, social channels and programmatic advertising.
- Around the same time the phase 2 visuals were rolled out, the campaign ran a second survey online to compare awareness levels. It found a positive shift in awareness of what items can be recycled but a mixed response for what items can't be recycled, showing that more work needs to be done in the latter area.
- [Our East End \(June edition\)](#) – article about why it's important to recycle properly and what you can put in the recycling bin.

September-December 2023

- [Our East End \(September edition\)](#) – article "Can I recycle this plastic?" focused on educating residents on which plastics to recycle and which needed to be put in the waste bin.
- November – ongoing: programmatic advertising about which plastics can be recycled, outdoor park banners and digital outdoor advertising on which plastics can be recycled.

- In December communications materials were adapted to support waste reduction messages on social media over the festive period.
- [Our East End \(December edition\)](#) – article about recycling over the festive season.

January-March 2024

- The final phase of this campaign will feature an [animation about the journey of recycling](#) once it is collected and focuses on the contamination message and why it is important for people to get this right – this will be promoted.
- Translating video about what happens after recycling is collected to Bengali.
- Social media reinforcing which plastics can be recycled and thank you messages to encourage people to start the year off right with new recycling habits.
- Campaign evaluation and work to develop a communication plan with new messaging for 2024-25, with continued use of communication materials/branding.

4.2 Improving engagement with managing agents


- In Quarter 4 we are working with ReLondon on an enforcement protocol and development of our policies to include a workshop with managing agents.

4.3 Route optimisation

- All routes have been checked and reviewed by the service and sent to an external partner to make the changes to frequencies, provide draft outputs for the new routes (maps) and edit this data in a format which can be uploaded onto Whitespace. The final draft of the route optimisation plan is being drafted for early January with a phased rollout of new routes; completion is expected at the end of this financial year.

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Agenda Item 6.4

Cabinet 21 February 2024	 TOWER HAMLETS
Report of: Paul Patterson – Corporate Director of Housing & Regeneration.	Classification: Part Exempt
Beatrice Tate School Expansion - 41 Southern Grove, London E3 4PX: Approval to increase the project budget to enable the build contract to be awarded.	

Lead Member	Councillor Maium Talukdar - Deputy Mayor and Cabinet Member for Education, Youth and Lifelong Learning
Originating Officer(s)	Nazim Rahman – Principal Project Manager - Capital Delivery Yasmin Ali – Head of Capital Delivery
Wards affected	Mile End
Key Decision?	Yes
Reason for Key Decision	Financial threshold
Forward Plan Notice Published	12 September 2023
Exempt information	<p>This report and/or its appendices include information that has been exempted from publication as the Monitoring Officer:</p> <ul style="list-style-type: none"> • has deemed that the information meets the definition of a category of exempt information as set out in the Council's Access to Information Rules; and • has deemed that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. <p>The exempt information is contained in</p> <ul style="list-style-type: none"> • Woodley Coles Tender Report - Appendix 1 <p>The exempt information falls into this category:</p> <ul style="list-style-type: none"> • Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority handling the information)

Strategic Priority Outcome	Plan /	Strategic Plan 2022-2026 Strategic Priority 3 – Accelerating Education Strategic Priority 7 – Working towards a clean and green future.
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Executive Summary

1. The build out of a permanent extension to the Beatrice Tate school main building to provide an additional 48 - 60 places for profoundly disabled pupils was approved by Cabinet on the 23 September 2020 and included in the Capital Programme 2020-21 to 2022-23 with a budget allocation of £4,050,000.
2. In September 2022 Capital Delivery were instructed by Sustainability Team to complete a heating design review to meet the Council's Zero Carbon Policy which led to a design change requirement to facilitate the installation of Air Source Heat Pump Plant to reduce Council's use and reliance on fossil fuels and meet the national carbon reduction targets. The design variation required significant construction and design amendments including increasing the number of Air Source Heat Pumps to meet the schools power needs and account for site, buildability, noise pollution and planning constraints.
3. The estimated pre-tender costs consequently increased in 2022 to £4,903,000 to deliver the Council's Sustainability Team and Children Services client requirements.
4. Following evaluation of tenders in July 2023. The value of the lowest bid returned by Alexander James Limited is £5,503,122. It is recommended Cabinet note the proposed contract award sum exceeds the approved budget of £4,050,000 and procurement contract award threshold of £5,000,000.
5. Following the original Cabinet approval of £4.050,000 on the 23 September 2020, the total scheme cost has increased by £2,488,047 to meet the Council's Zero Carbon policy in the re-design to include Air Source Heat Pump and construction inflation costs. The cost to delivery expansion project has consequently risen to £6,498,000.

6. Southern Grove Site

- A modular building was installed in February 2021 at the adjacent Southern Grove site which provides additional school places to the existing Beatrice Tate SEND school.
- The Southern Grove site (earmarked for housing development under the Joint Venture Development Agreement, approved at May 2023 Cabinet) is intrinsically linked to this project as it has been agreed to use a portion of the site as a works compound for the contractor building out the permanent extension.

- Vacant possession will be needed by September 2025 to facilitate the proposed redevelopment of the Southern Grove site, to enable the housing development to commence to build circa 78 new homes.
- If this scheme is not delivered on time it will result in a delay to the housing programme and abortive costs to the existing expansion project.
- The attached site plan (Appendix 2) shows the location of the main school building, temporary accommodation and the Southern Grove Site.

Recommendations:

The Mayor in Cabinet is recommended to:

1. Approve an increase in budget from £4,050,000 to £6,498,047 from the Higher Needs Capital Provision Allocations (HNCPA) grant and Education funding sources as set out in the details of the report.
2. Approve the contract award to Alexander James Limited for the construction of the extension for the tendered contract sum of £5,503,122 as recommended by the Employers Agent and set out in the Commercial Price Evaluation Report (Appendix 1).
3. To Note the Equalities Impact Assessment as set out in Paragraph 5 of this report as appropriate.

1 REASONS FOR THE DECISIONS

- 1.1 Cabinet approval is requested to increase the project budget to £6,498,047 to enable the contractor to be appointed based on the contract sum of £5,503,122.
- 1.2 Delaying the decision will result in further start on site delay, leading to disruption to school operations and inability to meet the completion date of March 2025. This will also have impact on delivering vacant possession of the Southern Grove site, resulting in preventing the housing development proposals progressing.
- 1.3 To note significant construction cost increases and design package expenditure in the intervening years following Cabinet approval of the Beatrice Tate Expansion project in September 2020 resulting from a rise in inflation, surge in energy prices, increases in materials, labour costs and essential revisions of the scheme design.

2 ALTERNATIVE OPTIONS

- 2.1 There are no viable alternative options. Delay will increase costs to the Council, elongated the construction programme for the expansion project and delay the vacant possession of the Southern Grove site to enable housing delivery.

- 2.2 It is to be noted programme delay also restricts the Councils ability to provide adequate numbers of SEND pupil places in 2024.

3 DETAILS OF THE REPORT

- 3.1 The scheme was approved by Cabinet on the 23 September 2020 and included in the Capital Programme 2020-21 to 2022-23 with a budget allocation of £4,050,000.
- 3.2 Tender returns were received from 2 bidders on 14 July 2023. The tenders were assessed on a Most Economically Advantageous Tender basis with a quality price ratio of 60%:40%.
- 3.3 The Employer’s Agent, Woodley Coles, examined the Contract Sum Analysis, tender queries, and responses, and confirmed the revised tender price from Alexander James Ltd, compared with recently submitted tenders of comparable size and delivers best value for the council.
- 3.4 The construction cost for this project, based on the lowest tender price submitted of £5,503,122 is detailed further in the restricted Appendix 1, whereas the current approved budget is £4,050,000.
- 3.5 Therefore, Cabinet approval is required to increase the budget to £6,498,047 funded from HNPCA grant and other sources as detailed in the Education Funding Allocation Section 3.6 of the report.
- 3.6 As this is a Design and Build contract, the contractor will be bound by the fixed price sum for the tendered scope of works. The tender price submission was scrutinised and fully assessed by the Employers Agent (Woodley Coles) and recommendation provided (Appendix 1).
- 3.7 Any change to scope or potential cost variations will be managed via the capital governance process.
- 3.8 **Education Funding Allocation (Table 1)**

Grant Contributions (Type)	Total (m)
Basic Need	£ 86,000
S106	£ 1,994,000
Special Provision Capital Funding (SPCF)	£ 1,970,100
Higher Needs Provisional Capital Allocations (HNPCA)	£ 2,449,900
Total	£6,500,000

- 3.9 For the new contract proposed the Employers Requirements and works specified include:
- Three storeys building constructed over service yard and plant areas.

- Extension of existing building to provide seven additional classrooms.
- Extension of hall space with modification of cafeteria.
- Staff room extension.
- Enhanced boundary treatment and additional external storage and security improvements.
- Comprehensive architectural, structural/civil, M&E, sustainability improvements.
- All incoming mains services and drainage to be modified.
- Existing plant rooms require extensive modification and relocation of key plant.
- Sub-structure to be piles. Super-structure to be steel frame and concrete slabs.
- BREEAM “Excellent” is required.
- The construction scheme to comply with the requirements of the current Construction, Design and Management and Health and Safety regulations 2015.
- The construction programme is planned to commence in January 2024 completion date estimated January 2025.

4 EQUALITIES IMPLICATIONS

- 4.1 The expansion project will also contribute to meeting statutory equalities requirements that include.
- The Children and Families Act - Part 3 (2014)
 - The Equality Act (2010)
 - Special Educational Needs and Disability Code of Practice: 0-25 years (2015).
- 4.2 If the construction of the extension is delayed this will also impact the Councils capacity to meet the statutory requirement to provide pupil places for children that fall into the protected group as well as potentially increasing out of borough costs where adequate numbers of in borough places are unavailable.

5 OTHER STATUTORY IMPLICATIONS

- 5.1 The scheme also contributes to the London Borough of Tower Hamlets ‘Zero Carbon Policy’ enabling a reduction in the Councils use and reliance on fossil fuels and delivery against national carbon reduction targets.

6 COMMENTS OF THE CHIEF FINANCE OFFICER

- 6.1 Of the £4.050m total budget approved by Cabinet, £762k has been spent to date (including prior years spend), resulting in £3.288m currently remaining within existing approved budgets not spent profiled across 2023/24 and 2024/25. Thus, approving the contract award will lead to a required project budget increase to meet the sums stated in Appendix 1 and in turn an increase to the overall existing approved General Fund capital programme. The requested budget increase can be fully funded from the council's unallocated High Needs Provision Capital Allocations (HNPCA) grant. This project will need to comply with the council's capital governance, including the submission of change note/updated PID to the next available capital delivery board, subsequent capital strategy board and if approved will be incorporated into the full capital programme within the next General Fund capital programme refresh.

7 COMMENTS OF LEGAL SERVICES

- 7.1 The Council has the legal power to make the decision referred to in this report.
- 7.2 The Council is required to demonstrate Best Value in terms of economy efficiency and effectiveness in the delivery of its legal functions. The Council subjected this purchase to competition with award being based upon predetermined pre published evaluation criteria. Therefore, the award represents Best Value (being the price at the relevant quality level that the market would bear) albeit due to market conditions the proposed award value is greater than that which the Council had intended to pay.
- 7.3 This report includes a restricted Appendix 1. The details in the appendix relate to the specifics of the Alexander James Ltd's tendered contract price. The information is exempt information for the purposes of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. Release of this information prior to award could prejudice the contractor's commercial interests which could lead to legal action against the Council. Therefore, the public may be excluded as on balance the public interest in knowing the information is outweighed by the public interest in maintaining the exemption.

Linked Reports, Appendices and Background Documents

Linked Report

- None.

Appendices

- Appendix 1: CONFIDENTIAL – EXEMPT Woodley Coles LBTH - Beatrice Tate - Tender Report 230810


- Appendix 2: Site plan showing the location of the main school building, temporary accommodation and the proposed housing development at Southern Grove Site

Background Documents – Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2012

Officer contact details for documents:

Nazim Rahman
Principal Project Manager
Housing and Regeneration Directorate
Town Hall | 160 Whitechapel Road | London E1 1BJ
E: nazim.rahman@towerhamlets.gov.uk

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<p>New Item Notification (Incorporating the Forward Plan Notice (FP1))</p>	 <p>v3.0</p> <p>TOWER HAMLETS</p>
<p>Final Destination & Date: Full Council, December 2023</p>	<p>Classification: Exempt</p>
<p>Form Approved by Corporate Director: Lisa Fraser Director of Education – Children’s Services Date approved: Oct 2023</p>	
<p>Beatrice Tate School Expansion - 41 Southern Grove, London E3 4PX</p>	

<p>Description – or Summary of the Item:</p>	<p>Approval is sought to award a contract to Alexander James Limited to complete the build out of an extension addition to the Beatrice Tate School main building.</p> <ol style="list-style-type: none"> 1. Approve the increase in budget as stated in the restricted Appendix 1 to enable the build contract to be awarded. 2. Approve of the contract award to Alexander James Limited for the construction of the extension for the tendered contract sum as stated in the restricted Appendix 1 3. Approve the use of £600,122.68 from the HNCPA budget. 4. Note the funding sources for this scheme. 5. Note the Employers Agent recommendation is to award the contract to Alexander James Limited as set out in the Commercial Price Evaluation Report in Appendix 1. 6. Note the Equalities Impact Assessment as set out in Paragraph 5 of this report.
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NOTES

- This form is to be completed when requesting a new item for CLT, MAB or any formal Council Committee (including Cabinet) – where relevant we will publish this information on the Council’s Forthcoming Decisions List (Forward Plan). Use this form for:
 - Formal Decision Reports (including Key Decisions)
 - Noting reports to Committees
 - Briefing Notes to MAB and CLT.
 - Set out the path the item is expected to take e.g. through MAB, CLT, 121s and Cabinet etc.
- Complete
 - **PART ONE – All Items**
 - **PART TWO – Urgent Key Decisions**
 - **PART THREE – ALL Cabinet items**
 - INCOMPLETE/INCORRECT FORMS WILL NOT BE PUBLISHED AND WILL BE RETURNED
- Return this form to your Directorate Lead who will set the process running. Ask them if you have any questions.

- This form MUST be received at least **60** days' before the formal decision date so that it can be successfully programmed for all the required meetings.
- For Cabinet decisions much of the information will be published on the website and/or in reports. Information entered into sections highlighted in blue will be published.
- Notes highlighted in green are for attention of Directorate Leads (DL) only.

SECTION 1 – AUDIT TRAIL AND TIMELINE

Proposed Decision Path (indicate) –

If you are unsure about the appropriate decision path please discuss with your directorate lead.

Tier		Step [Delete as applicable]	Date (or N/A)
1	DLT Level	DLT / CD	10 th Nov 23
2	CLT Level	CLT / CE	22 nd Nov 23
3	Internal Member Level	MAB / 121	
4	Decision and other formal meetings	IMD	
5	Call-in and re-consideration	Latest implementation date if called in (see details below)	
[Note for DL – please insert 2-5 above into ‘Selecting Report Author and Committee Dates’ section in online system as required]			

<p>Reason for this item and the proposed process</p> <p><i>This information is for internal use only</i></p> <p>[Note for DL – not to be entered into the online system]</p>	<ol style="list-style-type: none"> 1. Approval is sought as the Contract Award exceeds the procurement approval threshold with the total value of the proposed contract award being £5,503,122.68. 2. To note the proposed contract award has been added to the Cabinet Contracts and Procurement Forward Plan. 3. A decision is required in this instance on the basis that works need to commence as a matter of urgency to ensure the construction programme can be delivered by Sept 2024 to ensure sufficient school places are available to meet increased demand and ensure potential disruption to school operations is minimised.
<p>Key Decision?</p> <p>[Note for DL – please select as relevant in the ‘Key decision?’ field of the online system]</p>	<p>Yes.</p>
<p>Key Decision Thresholds</p> <p><i>Delete any that do not apply</i></p> <p>[Note for DL – please select from the drop down options in the ‘Key decision?’ field of the online system]</p>	<p>(b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards.</p>
<p>Call-in anticipated? (Tier 4 items only)</p> <p><i>For items going to Executive decision makers is it likely the decision may be called in?⁵</i></p> <p>[Note for DL – not to be entered into the online system]</p>	<p>No</p>

Officers involved in the report process:

Lead Directorate:	Housing and Regeneration Directorate
Lead Service:	Capital Delivery
Other directorates or services that may be impacted	Children’s Services, Asset and Facilities Management.
Lead Officer:	
Contact officer(s): [Note for DL – please select each from ‘Report Author’ Field in online system. Include yourself and PAs of the key officers. If any not found, alert Dem Srvcs.]	Yasmin Ali - Head of Capital Delivery Nazim Rahman – Principal Project Manager Kenneth Rose - Project Manager
Cabinet Lead Member:	Cllr Bodrul Choudoury Scrutiny Lead for Children & Education

THE REST OF THIS FORM IS FOR FORMAL EXECUTIVE (CABINET, KING GEORGE’S FIELD BOARD, GRANTS DETERMINATION SUB-COMMITTEE ONLY)

SECTION 2 – URGENCY (for urgent Key Decisions)

[Note for DL – this section not to be entered into the online system]

Is this decision to be taken under urgency procedures?	Yes
Urgency Decision Type:	-
Reasons for Urgency:	The works need to commence as a matter of urgency to ensure the construction programme can be delivered by Nov 2024 and to ensure sufficient school places are available to meet increased demand and limit potential disruption to school operations.
Reason for urgently changing to an Exempt Report:	N/A
NOTES:	N/A

SECTION 3 – DECISION NOTICE INFORMATION (for reports to Executive Decision makers⁵)

Ward/s affected:	Mile End
<p>Strategic Plan Priority / Outcome: <i>(delete any which do not apply OR choose a TH Plan theme from below)</i></p> <p>[Note for DL – please select all listed from ‘Corporate Priority’ Field in online system.]</p>	<p>1. People are aspirational, independent and have equal access to opportunities;</p> <p>2. A borough that our residents are proud of and love to live in;</p>
<p>Tower Hamlets Plan Priority / Outcome: <i>(delete any which do not apply OR choose a Strategic Plan theme from above)</i></p> <p>[Note for DL – please select all listed from ‘Corporate Priority’ Field in online system.]</p>	<p>1. A better deal for children and young people: aspiration, education, and skills</p> <p>2. Strong, resilient, and safe communities</p> <p>3. Better health and wellbeing.</p>
<p>Will any part of the report or any of the appendices be exempt?¹:</p> <p>[Note for DL – if yes, select Exempt from the ‘Exempt Report’ Field in online system. If no, select ‘Open’]</p>	<p>Yes.</p>
<p>Explanation for exemption¹:</p>	<p>Woodley Coles Tender Report August 2023 is commercially sensitive information.</p>
<p>Will this decision require an Equalities Assessment to be carried out alongside development of the report, proposals or options?⁴</p>	<p>No</p>
<p>What supporting documents or other information will be available to the decision maker?²</p>	<p>Woodley Coles Tender Report August 2023. FP1</p>
<p>Are there any Background Papers that should be made public in relation to this matter?⁶</p> <p>[Note for DL – if yes, upload the papers using the facility in the ‘Background Papers’ Field in online system.]</p>	<p>No</p>

Will this decision require consultation? [Note for DL – this section for internal use. <u>Not</u> to be copied into the upload issue screen.]	No
Consultation process	No
Consultees	None

NOTES:

The Council is required by law to publish the Forward Plan Notice a minimum of 28 days prior to the date the decision will be made.

Items submitted for inclusion in the Council's Forward Plan must have been discussed and agreed with the appropriate Cabinet Member and must be submitted with the authority of the relevant 1st tier officer i.e. Chief Executive/Corporate Director/ Corporate Director of Governance.

All amendments to the information contained within the Forward Plan must have been discussed and agreed with the appropriate Cabinet Member and must be submitted with the authority of the relevant 1st tier officer i.e. Chief Executive/Corporate Director/ Corporate Director Governance and submitted to Democratic Services on the amendment section above.

¹ If you are not sure if anything will be exempt then put 'possibly' and state the relevant Paragraph of Section 12A of the 1972 Act [****see list below**]. If the report will be public then say so but be aware that failure to declare an exempt item at this stage will mean that the Chair of Overview and Scrutiny will need to agree to any later decision to take a report/part of report under Part II (exempt) conditions.

² Please note that all Background Papers must be submitted to Democratic Services with the report for publication on the Council's website.

³ All consultation must be approved by your Divisional Director and the Head of External Communications. Please complete the consultation approval Form found as part of the guidance. If you need help after you have reviewed the guidance, please contact your Directorate SPP Team or Communications Officer.

⁴ If you require further information about Equality Analysis please see the guidance on the intranet.

⁵ Executive decision makers currently comprise: The Mayor (either in Cabinet OR via an Individual Mayoral Decision), Grants Determination Sub Committee, King George's Field Charity Board, and Officers (via a published officer decision).

⁶ It is a Statutory Requirement to list any background documents which have been relied upon to a material extent in the preparation of the report. If there are no background documents you must state None. The following need not/must not be included: Published works, References to minutes numbers or previous reports, Documents which disclose exempt/confidential information, References to files (if you only meant one item in the file). This information will be made public and the background document must be supplied to Committee Services for publication alongside the Cabinet agenda.

****In summary, those paragraphs refer to the following types of exempt information (more information is available in the Constitution):**

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including the authority handling the information)
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matters arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes:-
 - a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

**IF YOU REQUIRE ANY ASSISTANCE IN COMPLETING THIS FORM PLEASE CONTACT
JOEL WEST EXT 4207**

Equalities screening tool

Please use this tool to inform your answer to the question on equalities assessment at Section 3 of the FP1 form.

<p>Is there a potential that the policy, proposal or activity covered by this FP1 disproportionately adversely impacts (directly or indirectly) on any of the groups of people listed below?</p> <p>Please consider the impact on overall communities, residents, service users and council employees. If you have answered Yes to one or more of the groups of people listed above, a full Equality Impact Analysis is required.</p> <p>This should include people of different:</p>	Yes	No
<ul style="list-style-type: none"> ▪ Sex 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> ▪ Age 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> ▪ Race 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> ▪ Religion or Philosophical belief 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> ▪ Sexual Orientation 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> ▪ Gender re-assignment status 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> ▪ People who have a Disability (physical, learning difficulties, mental health and medical conditions) 	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> ▪ Marriage and Civil Partnerships status 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> ▪ People who are Pregnant and on Maternity 	<input type="checkbox"/>	<input type="checkbox"/>
<p>You should also consider:</p> <ul style="list-style-type: none"> ▪ Parents and Carers ▪ Socio-economic status ▪ People with different Gender Identities e.g. Gender fluid, Non-binary etc. ▪ Other 	<input type="checkbox"/>	<input type="checkbox"/>

DECISION

The Mayor is recommended to:

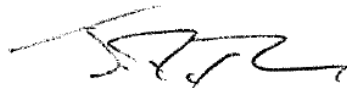
1. Approve the figure of £5,503,122.68 to enable the award of the contract to Alexander James Limited.

APPROVALS

1. Chief Executive Officer

I approve the attached report and proposed decision above for submission to the Mayor. I confirm that the Mayor and/or Lead Member have agreed to this decision being taken using this process.

James Thomas, Corporate Director – Children’s Services
Deputy Chief Executive (on behalf of Steve Halsey, Chief Executive)



Signed Date: 18th August 2023

2. Chief Finance Officer or his/her deputy

I have been consulted on the content of the attached report which includes my comments.



Signed Date 11/10/2023

3. Monitoring Officer or his/her deputy

I have been consulted on the content of the attached report which includes my comments.

I confirm that this decision:-

(b) is urgent and subject to the ‘General Exception’ or ‘Special Urgency’ provision at paragraph 18 or 19 respectively of the Access to Information Procedure Rules.

Signed

A handwritten signature in black ink, appearing to be 'J. H. ...', is written over a faint, circular official stamp or seal.

Date 11 October 2023

4. Mayor

I agree the decision proposed in the recommendations above for the reasons set out in section 1 and 2 in the attached report.

Signed Date

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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