



Admissions & Transport

Sessions House
County Hall
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16 April 2018

Dear Headteacher

Fair Access Protocol (FAP)

Kent County Council is updating its FAP following a review of best practices from across the county and beyond. Fortunately, Kent's Fair Access Protocol seldom needs to be applied and this is testament to the excellent and effective partnership working between local schools/academies in the Kent area. Kent County Council continues to work in partnership to maximise the life chances and choices for children and young people in Kent. I am sure you will share the view that education should not be identified in isolation from the wider range of support and services already provided and should be available to meet the needs of all local children, young people and families. This protocol reflects the Local Authority responsibility for safeguarding and promoting the welfare of children and young people as well as educational attainment and achievement.

The FAP is a process that is required by legislation and must be applied where children are hard to place and unable to access education. Mostly it is not used because local inclusive practices are adopted ahead of its application but its agreement by the majority of schools in the county is a legal obligation. Kent's Fair Access Protocol for primary and secondary school age children is a requirement of the School Admission Code 2014. It is designed to ensure that access to education is secured quickly for children who meet the criteria, and to ensure that all schools and academies understand the obligation to admit their fair share of vulnerable children and that no one school is overburdened. This protocol applies equally to all schools and academies and reflects the Fair Access Protocol guidance issued by the Department for Education (DfE) in November 2014.

The Fair Access Protocol (FAP) which all schools and academies (including Primary and Secondary) in Kent must follow has been in place since 2014 and has been adapted to reflect best practice from across the county during the course of the last 3 years. Some primary schools may not be familiar with this

protocol, if an In Year Fair Access(IYFA) panel is required at a primary level the Headteachers of a select number of local schools are invited to a meeting as and when needed. For example during the last academic year only 0.05% of primary children were considered through the Fair Access Protocol. Schools involved will be informed directly by Kent County Council, in the event a meeting is necessary.

The Fair Access Protocol (FAP) ensures children who are without a school place and who are considered hard to place are offered a school place without delay. The Protocol defines what we mean by “hard to place” and in using this Protocol we ensure that no one school is disproportionately impacted by the placement of vulnerable learners and that the process for allocating a school place to these children is open and transparent.

The attached documentation clarifies and strengthens the good working practice of the Protocol and we are seeking Headteacher agreement to the Fair Access Protocol (FAP) to meet the legal obligation placed on KCC. An Equalities Impact Assessment has been undertaken for the Fair Access Protocol and we have found that there are no adverse impacts in relation to protected groups through the provisions within the updated protocol. If any school would like to see a copy of the EqiA please do not hesitate to contact Fair Access.

Please complete the electronic response form below no later than 1 May 2018. Thank you in advance for your cooperation and assistance in completing this exercise.

https://kentcc-self.achieveservice.com/service/fair_access_protocol

Yours sincerely

A handwritten signature in black ink, appearing to read 'S. Bagshaw', is written over a faint, light-colored circular watermark or seal.

Scott Bagshaw
Head of Fair Access