



Policy reviewed and adopted	Autumn Term 1 2022
	V1
	Autumn Term 1 2023
	Local Governing Body
	THRIVE Trust Board

Contents

Introduction	2
1 Aims	2
2 How Parents can Apply for their Child to be Admitted to our School	2
3 School Admission Arrangements 2024-25 - Criteria for Admission	2
4 In-Year Transfer	4
5 Out of Year Group	4
6 Fair Access Panel	4
7 Admission Outside of Normal Year Group (Deferred & Delayed Entry)	4
8 Admission Appeal	5
9 The Standard Number	5
10 Public Sector Equality Duty	5
11 Person Responsible	5

Introduction

Our vision, underpinned by co-operative values¹, is threefold; to work in partnership with the community we serve to combat social exclusion and deprivation, to build a sustainable and vibrant community and local economy, and to provide learners with a global perspective helping them to become responsible and articulate citizens in a global economy. We will achieve this by delivering the highest possible standards of education, and for this we rely on the performance of all our employees. With this in mind the Trust is committed to providing staff with development opportunities and support.

The success of THRIVE is due to our employees performing at a consistently high level, through a shared passion for teaching and learning, high aspirations for student learning, with each individual continually developing and growing professionally.

Prior to final approval by the LGB, this policy has been the subject of review and suggested amendments have been taken into consideration and changes made where they can be agreed.

1 Aims

The governing body of Newland School for Girls applies regulations on admissions fairly and equally to all those who wish to attend this school. The School Standards and Framework Act 1998 introduced a new framework for school admissions as of September 2000. This policy conforms to the regulations that are set out in that Act and also further explained in the statutory School Admissions Code of Practice and the statutory Appeals Code of Practice.

The school aims to ensure that:

- We are an inclusive school that welcomes children from all backgrounds and abilities.
- All applications are treated on merit and in a sensitive manner.
- The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we follow the procedure set out below in order to determine whether a child is accepted or not. It is how we wish to allow parents the right to have a place at the school of their choice. However, this is not always possible, due to excess demand on the school places available.
- The level of ability of a child or any special needs that he/she may have plays no part in the admissions policy of this school

2 How Parents can Apply for their Child to be Admitted to our School

- As our school is part of the THRIVE Cooperative Learning Trust school the school determines the admission arrangements in consultation with the LA;
- Parents have the right to express a preference for the school of their choice and they should do so on the relevant application form. Expressing a preference does not, in itself, guarantee a place at this school. Applications should ideally be made online through the Local Authority. Application forms can be obtained from the Education Department of the LA and should be completed by the date stipulated on the forms. The Local Authority notifies parents about the school place as soon as all the applications have been considered;

3 School Admission Arrangements 2024-25 - Criteria for Admission

An admission number will be published showing the maximum number of pupils that the school will admit in the Autumn Term 2024. Parents are given the opportunity to express three preferences for a secondary school. Published criteria are used to decide which children should be offered the available places.

In secondary schools an equal preference system operates, whereby the three parental preferences are given

¹ self-help, self-responsibility, democracy, equality, equity, solidarity, honesty, openness, social responsibility and caring for others

equal status. Each preference will be considered equally against the admissions criteria.

The allocation of school places is based on parental preference following the High Court judgment against Rotherham LA. Parents/carers are required to submit applications under the arrangements set out in the co-ordinated admissions scheme.

Applications for pupils having statements of special educational needs/educational health and care plans (EHCP) will be dealt with in accordance with the Code of Practice on Special Educational Needs and disabilities. Where a school is named in part 4 of a child's statement or recorded in the Educational Health and Care Plan, following consultation with the Head and Governors, the governing bodies are required to admit the pupil. After the allocation of statemented/EHCP pupils, where the number of applications is greater than the remaining places the following criteria will be applied in the order set out below:

1. Children in public care at the time when preferences are expressed and who are still in public care at the time of their admission to school, and those who have been previously looked after, (see note (iv) below). This includes children who have been in state care outside of England but ceased to be so as a result of being adopted.
2. Having a sister who will be attending the school at the expected time of admission (see note (ii) below)
3. Geographical, with priority given to those living nearest to the school (see notes (i) and (iii) below)

Criteria 2 and 3 will be used as a **tie-breaker** for other criteria.

Notes

(i) Residence is defined as the normal family address where the child resides. The qualification date is the closing date for applications under the co-ordinated admissions scheme. (Where families change normal address after the closing date but before the allocation process has started this can be considered under the review procedure). Where parents live at separate addresses and have joint custody, the address used will be the one where the child spends the main part of the school week (i.e. Sunday night to Thursday night inclusive). Childcare arrangements involving relative's addresses do not qualify as normal family addresses for this purpose unless there is a court Residence Order in place.

(ii) Sisters include children with the same natural parents living at the same address, children with the same natural parents living at different addresses (e.g. due to separation of natural parents) half- sisters living at the same address, step-sisters living at the same address – children living as part of the same family unit with their parents/carers at the same address.

(iii) The measurement of distance is the shortest available safe route for pedestrians along footpaths, using footpaths alongside roads marked on the current street map of the City. (The exceptions to this are the maintained footpath across East Park from Hawkesbury Street to James Reckitt Avenue for access to Malet Lambert School and the footbridge across the railway line from Priory Drive, via a public footpath to Hotham Road North to Kelvin Hall School). The front entrance of the home property (residence) to the main entrance of school site is used.

(iv) The highest priority must be given to looked after children (1) and children who were looked after, but

ceased to be so because they were adopted (2) (or became subject to a residence order

(3) or special guardianship order (4)). Further references to previously looked after children in the Code means children who were adopted (or subject to residence orders or special guardianship orders) immediately following having been looked after.

1. A 'looked after child' is a child who is (a) in the care of a local authority or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see definition in section 22(1) of the Children Act 1989) at the time of making an application to a school.
2. Children who have been adopted from local authority care (under the provisions of the Children and Families Act 2014).
3. Under the terms of the Children Act 1989. See section 8 which defines a 'residence order' as an order settling the arrangements to be made as to the person with whom the child is to live.
4. See section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order.

4 In-Year Transfer

If a parent wishes to make an application for an in-year transfer, they must apply through the LA. If a place is available at the school, then they will be allocated a place. If a place cannot be offered, then the parent will be offered the right of appeal; placed on a waiting list; then allocated in from a waiting list in order of oversubscription.

6 Out of Year Group

A parent may apply for a place for their child at any time outside the normal admissions round. As is the case in the normal admissions round, all children whose statement of SEND or EHC plan names the school will be admitted.

Likewise, if there are spaces available in the year group that parents are applying for, their child will be offered a place.

If there are no spaces available at the time of their application, their child's name will be added to a waiting list for the relevant year group. When a space becomes available it will be filled by one of the pupils on the waiting list in accordance with the oversubscription criteria listed in this policy. Priority will not be given to children on the basis that they have been on the waiting list the longest.

7 Fair Access Panel

Hull City Council has a Fair Access Protocol. This ensures that children without a school place and vulnerable children are offered a place at a suitable school as soon as possible.

8 Admission Outside of Normal Year Group (Deferred & Delayed Entry)

Paragraph 2.17 of the School Admissions Code enables parents/carers to request for their child to be admitted to school outside of their normal age group. In addition parents of a 'summer born child' (born between 1 April and 31 August) may choose not to send their child to school until the September following their fifth birthday. Parents/carers who wish to make such a request should still make an application for their child's normal age group at the usual time in line with the timescales set out in the local authorities coordinated scheme. All requests will be considered by the governing body taking into account the individual circumstances, relevant professional advice where appropriate including discussion with the head of the preferred school.

Parents are able to defer entry into school or request a part time place until their child reaches compulsory school age. If a parent wishes to defer their child's entry into Reception they must notify the school as soon as possible after receiving their confirmation of an allocated place.

9 Admission Appeal

If a place cannot be offered a parent would be offered the right of an appeal and given the reason for the refusal.

If parents wish to appeal against a decision to refuse entry, they can do so by completing an appeal form and returning this to the LA. An independent appeals panel will then be set up by our trust (THRIVE) which then meets to consider all appeals by parents who have been refused a place at our school and who wish to appeal against this decision. An appeals panel's decision is binding for all parties concerned.

If the appeals panel decides that we should admit a child to our school, then we will accept this and continue to do all we can to provide the best education for all the children at our school. (Details of appeal arrangements are set out in the School Admissions Appeal Code Feb 2012)

10 The Standard Number

Newland School has an agreed admission number of 150 pupils for Years 7 - 11 in 2024-2025. Pupils will not be admitted above the Published Admission Number unless exceptional circumstances apply.

11 Public Sector Equality Duty

The Equality Act 2010 replaced and unified all existing equality legislation such as the Race Relations Act, Disability Discrimination Act and Sex Discrimination Act. It aims to ensure that people have equality of opportunity in accessing and experiencing public services. Schools when carrying out their day to day work should have regard to the following:

- eliminating discrimination
- advancing equality of opportunity and
- foster good relations across all characteristics

Schools cannot unlawfully discriminate against pupils because of their disability, gender, race, religion or belief, sex and sexual orientation. Protection is now extended to pupils who are pregnant or undergoing gender reassignment. This means it is now unlawful to discriminate against a transgender pupil or a pupil who is pregnant or recently had a baby.

This policy was reviewed and updated with reference to this duty. The author/s of this document considered this policy in the light of these requirements to ensure that Newland School for Girls adheres to these statutory regulations.

12 Person Responsible

Updated Autumn 1 2022

NAME OF PERSON RESPONSIBLE: Headteacher

Next Admission Policy (by year) to be reviewed Autumn 2023