



STOCKWELL
ACADEMY
IMAGINE BELIEVE ACHIEVE

ADMISSIONS POLICY

2018 - 2019

Admissions Policy

1 Introduction

- 1.1 The governing body of Stockwell Academy applies the regulations on admissions fairly and equally to all those who wish to attend this academy. 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.

2 Aims and objectives

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

3 Criteria for Admission 2018/19

- 3.1 The Authority has a duty to co-ordinate admission arrangements for all Hull Primary maintained schools. The Authority will ensure that all Hull parents, whose children are starting school for the first time, receive the offer of one primary school place on the agreed date. Admissions criteria for each individual Academy, Voluntary Aided or Trust School can be obtained from the individual school.
- 3.2 An admission number will be published showing the maximum number of pupils that the academy will admit in the Autumn Term 2018. Parents are given the opportunity to express three preferences for a primary school. Published criteria are used to decide which children should be offered the available places. In primary schools an equal preference system operates, whereby the three parental preferences are given equal status. Each preference will be considered equally against the admissions criteria.

- 3.3 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 coordinated admissions scheme.
- 3.4 Applications for pupils having statements of special educational needs will be dealt with in accordance with the Code of Practice on Special Educational Needs. Where a school is named in a child's statement following consultation with the Principal and Governors, the governing body are required to admit the pupil. After the allocation of statemented 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 ix below).
 2. Significant medical factors or exceptional family circumstances (see note (i) below).
 3. Being resident in the catchment area of the academy (see note (ii) below).
 4. Having a brother or sister who will be attending the academy at the expected time of admission (see note (iii) below).
 5. Geographical, with priority given to those living nearest to the academy (see notes (ii) and (iv) below).
- 3.5 Criteria 4 and 5 will be used as a tie-breaker for other criteria. If the academy is over-subscribed from within its catchment area after the allocation of statemented and children under criteria 1 and 2, then the brothers/sisters and geographical criteria will be used in that order as tie-breakers.

Notes

- (i) Significant medical needs must be supported at the time of application by a letter from a GP, hospital consultant or other medical professional indicating how a pupil's medical condition relates to the academy preference. Exceptional family circumstances must be supported at the time of application by a letter from a supporting agency (eg. Social Worker or Family Support Worker) indicating how the circumstances relate to the academy preference. These applications will be given consideration under a review procedure in advance of school allocations being completed.
- (ii) Residence is defined as the normal family address where the child resides. The qualification date is the closing date for applications under the coordinated

admissions scheme. (Where families change normal address after the closing date but before the allocation process has finished 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 (ie. Sunday night to Thursday night inclusive). Childcare arrangements involving relatives' addresses do not qualify as normal family addresses for this purpose unless there is a Court Residence Order in place.

- (iii) Brothers and sisters include children with the same natural parents living at the same address. Children with the same natural parents living at different addresses (eg due to separation of natural parents) half-brothers / sisters living at the same address, step-brothers/sisters living at the same address, children living as part of the same family unit with their parents/guardians at the same address.
- (iv) 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. Front entrance of home property (residence) to main entrance school site is used. The Authority will use Route-finder, a computer mapping system, to make measurements.
- (ix) 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 the definition in section 22(1) of the Children Act 1989).

2 Under the terms of the Adoption and Children Act 2002. See section 46 (adoption orders).

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.

In Year Fair Access

- 3.6 This refers to the council's duty to ensure that access to education is secured quickly for children who have no school place and those with challenging behavior are offered a place at a suitable school as quickly as possible.
- 3.7 The Council accordingly has a protocol detailing arrangements for the placement of pupils who may be hard to place due to a history of challenging or disruptive behavior, to other vulnerable pupils who may be at risk of being out of school for periods of longer than 15 days and those pupils who may require a managed move transfer to a new school for the purpose of making a fresh start.

Pupils Moving into the Area During The Academic Year

- 3.8 Parents/carers moving into Hull during the academic year should complete an In Year Transfer Form. This will allow parents to express up to three preferences, in rank order, for a place at a school and give reasons for their preferences. The completed form should be sent to the Admissions Team, 2nd Floor Treasury Building, Guildhall Road, Hull, HU1 2AB.
- 3.9 The appropriate admissions authority for the schools requested will then consider your request. If a place can be allocated at one school then names on the In Year Transfer Form then the Admissions Team will allocate a place. Where a place can be allocated at more than one school the Admissions Team will allocate a place at the school ranked highest on the form. If a place cannot be allocated at any of the named schools, your child will be allocated a place at the nearest school with a place available.

Admission Into School

- 3.10 Any parent refused a place will be offered their right to appeal against the decision to an independent appeals panel. This is likely to occur when the year group is full.
- 3.11 Applications for children moving into the area and having been admitted into another school will follow the following procedure.
- 3.12 Under the Sex Discrimination Act of 1975, the school governors will not discriminate against applicants on the grounds of gender, race, colour, nationality or country of origin.
- 3.13 This policy will be reviewed in the light of any new LA directives on admissions policy.

4 How parents can apply for their child to be admitted to our academy

- 4.1 As our academy is a community academy, the academy determines the admission arrangements in agreement with the LA. The LA is therefore the 'Admissions Authority' for our academy. The regulations for entry to each school, where the Admissions Authority is the LA, are published each year by the LA. Parents can receive a copy of these regulations directly from the LA.
- 4.2 The LA publishes a composite admissions prospectus each year, which gives Information about how parents can apply for a place in the school of their choice. Parents have a right to express a preference for the school of their choice and they should do so on the application form. Expressing a preference does not, in itself, guarantee a place at this school. Application forms can be obtained from the Education Department of the LA and should be completed by the date stipulated on the forms. The school notifies parents about the school place as soon as all the applications have been considered.
- 4.3 In this area, children enter the academy in the term year they become five. Therefore, parents who would like their child to be admitted to this academy during the year their child is five should ensure that they complete the necessary application form by the end of January.

5 Admission appeals

- 5.1 If we do not offer a child a place at this school, it is because to do so would prejudice the education of other children by allowing the numbers of children in the school to increase too much.
- 5.2 If parents wish to appeal against a decision to refuse entry, they can do so by applying to the LA. An independent appeals panel 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 Code of Practice on Schools Admissions Appeals, which came into force in September 1999.)

6 The standard number

- 6.1 The standard number is the number of children the school can accommodate. The standard number for our school is 50. We keep this number under review and the governors will apply to change the number if circumstances allow.

7 Infant class size

- 7.1 We teach infant children (aged five to seven) in classes that have a maximum number of 30 children.

8 Review

- 8.1 This policy will be reviewed annually with the Admissions Authority in the light of Any changed circumstances in our school or the local area.

Signed:

Date: