



**To nurture each individual's aspirations and talent**  
**To provide outstanding learning experiences and opportunities**  
**To promote respect for one another and the environment**  
**To encourage collaboration and partnership**

## **ADMISSIONS POLICY YEARS 7-11**

**Admission year 2019-20**

<b>Author:</b>	<b>Matthew Evans</b>
<b>Date of approval:</b>	<b>5<sup>th</sup> December 2017</b>
<b>Next Review date:</b>	<b>November 2018</b>
<b>Review period:</b>	<b>Annual</b>
<b>Status:</b>	<b>Statutory - The School Admissions Code which applies directly to the school by virtue of its funding agreement with the Education Funding Agency</b>

Farmor's is an academy school which aims to offer places to all children aged between 11 and 18. As an academy, admissions are the responsibility of the school Governors. The school's admission procedures are administered by Gloucestershire County Council but responsibility for setting admission criteria rests with the school Governors.

### **1. PURPOSE**

The purpose of this Policy is to set out the admission criteria for entry to Farmor's School in year 7 for the school year commencing September 2019 and to clarify the order of criteria should numbers applying exceed places.

Entries to the sixth form are dealt with under the school's Sixth Form Admissions Policy.

### **2. RELATIONSHIP TO OTHER POLICIES**

This policy operates in conjunction with the Sixth Form Admissions Policy and the school's Equality and Diversity Policy.

### **3. DEFINITIONS**

For the purposes of this policy, the following terms have the following definitions:

**Geographical Claim:** Geographical claim is calculated by giving priority for admission to children who live nearest to the school as measured by using direct distance, as the crow flies, from the Ordnance Survey address point of the child's primary home to the main entrance gate of the school in Leaffield Road.

**Looked After Children) and all Previously Looked After Children:** Are as defined on page 2 and in the footnotes 1 to 4 of this policy.

**Priority Catchment Area:** Fairford, Lechlade, Bibury, Coln St Aldwyn, Down Ampney, Eastleach, Hatherop, Kempsford, Meysey Hampton, Poulton, Quenington, Southrop, Winson. Choice area with Cotswold - Aldsworth, including the villages of Ablington, Arlington, Claydon, Dunfield, Ready Token and Sunhill.

**Sibling:** A brother or sister, half-brother or sister, adopted brother or sister, step brother or sister, or the child of the parent's/carer's partner and in every case, the child must be living in the same family unit at the same address

**Special Educational Needs and Educational Healthcare Plan:** Are as defined in the footnotes 5 and 6 of this policy.

#### 4. PRINCIPLES

Pupils may be admitted at age 11, without reference to ability or aptitude.

The number of intended admissions in Year 7 from September 2019 is 168.

Anyone wishing to apply for a place in year 7 during the normal application period must do so via their Local Authority. The application period is published by the Local Authority and is usually between the months of September to the end of October. An application is made by completing and submitting the published common application form, stating the preferred schools, to the Local Authority of which the applicant is resident, no later than the date and time stated by that Local Authority. An offer of a place at Farmor's will be made on the National Offer Day, usually on or about 1 March.

The application process for a place outside of year 7 or the normal application period is set out below in section 6.

Where the number of applications do not exceed the number of places available all applicants must be offered a place at Farmor's.

Where the number of applications exceed the number of places available at Farmor's the following criteria, in the order set out below, will be applied to decide which children to admit:

1. Looked After Children<sup>1</sup> and all Previously Looked After Children who are children who were looked after, but ceased to be so because they were adopted<sup>2</sup> (or became subject to a child arrangements order<sup>3</sup> or special guardianship order<sup>4</sup>).
2. Children who will have a Sibling attending the school when the younger child is admitted.
3. Children who have an authenticated medical reason for attending this school.

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<sup>1</sup> 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) at the time of making an application to a school. In Gloucestershire, such children are referred to as Children in Care.

<sup>2</sup> This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 46 adoption orders).

<sup>3</sup> Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by s.12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order.

<sup>4</sup> See Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Applications under this criterion will only be considered if they are supported by a written statement from a doctor. This must demonstrate that there is a very specific connection between the medical need and Farmor's School.

4. Children living in the Priority Catchment Area with the strongest Geographical Claim.
5. Children of staff at the school. A child is considered to fall under this criterion where:
  - The member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or
  - The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

If applicants wish to be considered under this criterion then a letter from the Headteacher confirming the criteria stated above applies must be provided to Gloucestershire County Council along with the application.

7. Children living outside the Priority Catchment Area with the Strongest Geographical Claim.

In the event of oversubscription being reached at any point in the priority list then the subsequent priority would apply. Random allocation will be used as a tie-break in category 7 above to decide who has highest priority for admission if the distance between two children's homes and the school is the same. This process will be independently verified.

## **5. SPECIAL EDUCATIONAL NEEDS AND EDUCATIONAL HEALTHCARE PLAN**

The school is required to admit a child with a statement of Special Educational Needs<sup>5</sup> or Educational Healthcare Plan<sup>6</sup> who is named by the Local Authority, even if the school is full.

## **6. FAIR ACCESS PROTOCOL**

The school has signed up to the Gloucestershire County Council *Fair Access Protocol - School Admission Arrangements For Vulnerable Children Without A School Place (FAP)*. The protocol is devised to ensure that access to education is secured quickly for children who have no school place.

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<sup>5</sup> A Statement of Special Educational Need is a statement made by the local authority under Section 324 of the Education Act 1996 specifying the special educational provision required for that child.

<sup>6</sup> An Education, Health and Care plan is a plan made by the local authority under Section 37 of the Children and Families Act 2014 specifying the special education provision required for that child.

The FAP applies to the placement of vulnerable children outside the normal admissions round and only takes effect when parents/carers have exhausted the normal methods of admission and been unable to find a school place for their child through the in-year application process. Vulnerable children are those as defined in the FAP.

Looked After Children, Previously Looked After Children and a vulnerable child within the FAP requiring a place at the school will take precedence over any child on the waiting list.

**7. APPLYING FOR A SCHOOL PLACE IN OTHER YEAR GROUPS OR DURING THE SCHOOL YEAR (IN YEAR APPLICATIONS)**

Any applications for admission to the school made outside the normal period of entry should be made directly to the school. If the relevant year group is oversubscribed, the child's name can be kept on a waiting list, prioritised according to the criteria in section 3 above.

**8. CONSULTATION**

This policy has been produced and consultation taken place in accordance with the requirements of the Schools Admissions Code 2014.

**9. APPEALS**

Applicants refused admission are entitled to appeal to an independent appeals panel. Details of the appeal process are available from the school on request.

**10. MONITORING, REPORTING AND EVALUATION**

The full governing body, the Student and the Curriculum and Student Welfare Committee of the governing body will evaluate the impact of and monitor the correct application of this policy.

The Senior Leadership team of the School will report on the workings of this policy to the governing body of the school.

Headteacher ..... 

Date ..... 2/11/17 .....

Chair of Governors ..... 

Date ..... 2/11/17 .....