

# COMMUNITY SECONDARY SCHOOL

Admission criteria 2013/14



## **PROPOSED COMMUNITY SECONDARY SCHOOL ADMISSION CRITERIA:**

The admission arrangements outlined within this document apply to admissions to community secondary schools from the 2013/14 academic year.

In the event that the school is oversubscribed, the admission authority will apply the following admission criteria in order of priority:

1. A looked after child;
2. Children with a sibling who will be attending the school at the time of admission;
3. Children attending a feeder primary school;
4. Other children.

## **Exceptions will be made as follows:**

- A child whose Special Education Needs (SEN) Statement names the parent's preferred school will be admitted to that school.
- Priority may be given to the admission of a child for whom exceptional medical or social justification is demonstrated. This could include for example:
  - a serious medical condition, which can be supported by medical evidence;
  - the recent death of a parent;
  - a significant caring role for the child which can be supported by evidence from Social Services.

Parents/carers or their representative will have to demonstrate that only the preferred school can meet the exceptional medical or social needs of the child. This can be in the form of a testimony from a medical practitioner, social worker or other professional who can support the application on an 'exceptional' basis.

- Priority may be given to the admission of a child for whom admission to the nearest alternative school at which a place is available would require unreasonable transport arrangements.
- Priority may be given to a child who is to be admitted to a designated SEN support centre or who otherwise requires specialist provision available at the school in question.

## **Notes:**

**Home address:** any allegations received by the admission authority of people providing false or accommodation addresses when applying for school places shall be fully investigated and, if found to be true, allocated places may be withdrawn, as appropriate. Oversubscribed schools are advised to ask parents to provide proof of residence (for example utility bills) before admitting the child.

The local authority (LA) will also carry out checks as appropriate. A child's home address is defined as the address at which the child is normally resident or, where a child lives at more than one address, the address at which the child lives for the majority of the time. Where the home address is unclear, the Admission Authority will determine the appropriate address taking into account factors such as the address to which the Child Benefit Allowance or Child Tax Credit is payable, registration for medical services etc.

**Looked after child:** a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. 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).

**Multiple births:** defined as children of multiple birth (including those born within the same academic year cohort). We understand that parents/carers would like to keep twins, triplets and other children of multiple birth together. Where the admission criteria is applied and it is not possible to offer places to all children of the same multiple birth family we would work with the family to find the best solution for them and their children. Should it transpire that it is not possible to offer place(s) to all children within that multiple birth, the parent will be invited to nominate which child should be allocated the place(s).

**Siblings:** children are siblings if they are a full, half, step, or adoptive brother or sister, and living in the same family unit and household.

**Tie-breaker:** where we have to choose between two or more children in the same category as each other, then the nearer to the school the child lives - as measured by a straight line on the map using the City Council's electronic mapping system - the higher the priority. Measurement points will be from an internal point of the building concerned (usually the visual centre of the building). Flats are therefore taken to be the same measurement point regardless of floor of location.

**Definitive tie-breaker:** in the event of there still being a tie, there will be a random ballot using an electronic random number generator.

## **COMMUNITY GRAMMAR SCHOOLS**

Grammar schools select pupils through academic ability and all candidates will be required to participate in the 11-plus examination.

Places will be allocated according to highest score attained. To determine this, the results of the two 11-plus tests will be added together and candidates will be placed in descending rank order according to score attained. Places will be allocated to the highest performers for each school to the 120th place (each school will accept 120 pupils) taking into account the parent's ranked preference. Places will be allocated under the equal preference scheme which means that a place will only be allocated at a grammar school if:

- (i) the candidate qualifies on score and is therefore considered as eligible; and
- (ii) it is not possible to offer a place at a school ranked higher by the parents on their application form.

Should it be necessary to distinguish between candidates with identical aggregate scores, the following criteria apply in order of priority:

- a) A looked after girl (A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. 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);

- b) Girls whose home address is nearest the preferred school. Measurements are taken by a straight line on a map using the Council's electronic mapping system – the shorter the distance the higher the priority. Measurement points will be from an internal point of the building concerned (usually the visual centre of the building). Flats are therefore taken to be the same measurement point regardless of floor of the location. In the event of there still being a tie, there will be a random ballot using an electronic random number generator.

Candidates not allocated a place will automatically be placed on a waiting list which will be ranked by test score attained. The waiting list will be maintained up until 31 August 2014. Should a vacancy become available, the place will be offered to the next girl on the list.

From 1 September 2014 the in-year admissions criteria will apply and parents will be invited to join the in-year waiting list if they are eligible to do so. Only candidates whose 11-plus test score is not more than two marks below the final 'cut-off' score for the relevant school will be invited to join the in-year waiting list. Parents/carers will then be invited to rejoin that waiting list by completing a form each term. If the Council does not receive a form within the specified timescale, the candidate's name will be removed from the waiting list.