

CHATHAM CHURCH OF ENGLAND ACADEMY ADMISSIONS POLICY

1. Principles

Chatham Church of England Academy will be a secondary school sponsored by Rochester Diocesan Board for Education, Christ Church Canterbury University and Medway Council. For new admissions, we are very keen to receive applications from parents of all or no particular faith who wish to have their children educated in a Church of England context. We offer a Christian based education to all members of the local community, and will be sensitive and encouraging to all religions and philosophical standpoints.

ADMISSIONS IN 2010

2. Admissions from Medway Community College and Chatham South School in September 2010

All students attending Medway Community College and Chatham South School, or offered a place there before the new Academy opens, would be transferred to the new Academy on 1 September 2010. If parents or carers do not wish their child to transfer to the Academy, then Medway Council will be responsible for providing a place at another maintained school.

ADMISSION INTO YEAR 7 AT CHATHAM CHURCH OF ENGLAND ACADEMY

3. Admission Numbers into Year 7

The admission limit into Year 7 is 240. If there are fewer than 240 applications, all applicants will be offered a place. Places will be allocated regardless of ability.

There will be two broad groups: 150 open places and up to 90 foundation places. Open places will be open to anyone; foundation places will be for students from three local Church of England primary schools. These are All Saints' C of E Primary School, Chatham, St Mary's Island C of E Primary School, Chatham and St Margaret's C of E Junior School, Rainham. If there were not enough students applying for the foundation places, then any left will become open places.

4. Special Educational Needs

It should be noted that any child with a Statement of Special Educational Needs that names Chatham Church of England Academy as their school will automatically be offered a place at the school.

5. Oversubscription Criteria

Where the Academy is oversubscribed, after the admission of children with statements of SEN, places will be allocated to applicants in the following priority order:

1. Looked after children
2. Siblings (pupils living as brothers and sisters, etc)
3. Those living nearest the academy based on the measured distance using Medway Council's GIS system and procedure.

6. Notification of Offer of Places

Parents will be informed by Medway Council (or their home authority if they do not live in Medway) which school they have been allocated in writing by a letter posted on XXXXXXXXX. Parents are asked to confirm their acceptance of the offer with the Local Authority in which they live by XXXXXXXXXX

7. Appeals

Unsuccessful applicants may appeal for a place in the school. Parents wishing to appeal should write to the school stating the reasons for their appeal. The letter should be addressed to the Clerk to the Governors, Chatham Church of England Academy, XXXXXXXXXX. Appeals will be heard by a panel which is independent of the Academy and the governors.

Waiting Lists

In addition to their right of appeal, unsuccessful applicants can ask to be placed on the waiting list. Parents will be contacted in October to ask whether they wish to be placed on the waiting list. Any places that become available will be offered to those on the waiting list in line with the oversubscription criteria set out in Section 5 above. In the event of a place becoming vacant, the place will be offered to the next applicant on the list.

Notwithstanding a child's place on the waiting list, if the local fair access protocol identifies the academy as offering a suitable place for a child – i.e. one who falls within the scope of the protocol – then he or she will be offered a place.

8. Late applications

- a) Applications received after the closing date of *XXX and before XXX* will be considered equally with those applications received on time provided there is a good reason for the late application.
- b) Applications received directly at the school after *XXXX* will be subject to consideration by the school and the local authority along the lines set out in the Medway Admissions procedure.

ADMISSION INTO THE SIXTH FORM AT CHATHAM CHURCH OF ENGLAND ACADEMY

9. Arrangements for Admission into Year 12 (i.e. 16+ years)

- a) We anticipate a total Sixth Form of 300 students. The minimum number of places in Year 12 for students outside the Academy will be *XXX*. Additional external places may be made available if demand for specific courses can be met.
- b) Places will be offered to any student who meets the entry qualifications for the course being offered. Chatham Church of England Academy will publish specific criteria in relation to minimum entrance requirements for the range of courses available, based upon GCSE grades or other measures of prior attainment (such as GNVQ, Specialist Diploma, Functional English, maths and ICT). In the event of a course being oversubscribed, preference will be given to those in the Academy's Year 11 after which proximity to the academy will then be used as the tie breaker. Preference will be given to those living nearest the academy based on the measured distance using Medway Council's GIS system and procedure.

IN-YEAR ADMISSIONS AT CHATHAM CHURCH OF ENGLAND ACADEMY

10. Arrangements for admitting pupils to other year groups, including to replace any pupils who have left Chatham Church of England Academy

The Academy will consider all such applications and if the year group applied for has a place available, admit the child. If more applications are received than there are places available, places will be offered to those on the waiting list in line with the oversubscription criteria set out in Section 5 above. Parents whose application is turned down are entitled to appeal.