



**Greenacre Academy**

**DRAFT ADMISSIONS**

**ARRANGEMENTS**

**2019/20**

The main principles of admission to Greenacre Academy are to maintain the character of the school as a local school serving its community. The school is an inclusive school that welcomes students from all backgrounds and abilities.

There are strong curriculum links within the school and there is no guarantee of a place for any student meeting our over-subscription criteria. Admission to our school is not dependent upon any 'voluntary' contribution.

The school participates in the Local Authority co-ordinated schemes and all deadlines within those should be adhered to by applicants.

As required by the Regulations of 2005 the school will give top priority in their oversubscription criteria to applicants on behalf of looked after children (A 'child looked after' 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 service 's functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school) and previously looked after children. Previously children looked after are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).

Proof of residence will be required by the co-ordinated scheme. The offer of a place may be withdrawn if proof of residency is not met. Where a child lives part of the week with one parent and part with another member of the family, the 'home address' will be considered to be the residence where the child spends at least three nights of the school week each week.

### **ADMISSION INTO YEAR 7**

Detailed information and guidance will be published by Medway Council. Applications should be made using the online admission system or a common application form (CAF).

The age of admission is 11 years. The planned admission number (PAN) for the year commencing 2019 will be 200.

The Governors will establish an Independent Statutory Appeal Panel to hear appeals against non-admission.

### **OVERSUBSCRIPTION CRITERIA**

Where the number of applications received via the Medway co-ordinated scheme exceeds 200, the school PAN, places will be allocated in the following priority order:

1. Children in public care – as defined in the Medway Council Co-ordinated admissions scheme;
2. Current family association (a brother attending Greenacre Academy or a sister attending Walderslade Girls School at the time of application and still attending in September 2019),
3. Attendance in Year 6 at a Greenacre Academy Trust Primary School in Medway
4. Historical Sibling – To give priority to boys with an older sibling who attended Greenacre Academy but has now left. This situation to remain until the older sibling has left 5 years ago. Sibling means children who live as brother/sister in the same house and includes natural siblings, adopted siblings, foster siblings and step siblings. Extended family, for example cousins, living in the same house do not qualify as siblings.

5. Child's health reasons. Medical evidence must be provided which demonstrates a specific health reason which requires a child to attend the preferred school,
6. Residence in the Greenacre Academy access area
7. Nearness of children's homes and ease of access to schools (In the event of a tie within any criterion, before the last criterion, places will be allocated to those living closest to the school measured by the shortest available walking route.) Evidence of residence may be required.

*Tiebreaker – In the unlikely event that two or more children in all other ways have equal eligibility for the last available place at the school, the names will be issued a number and drawn randomly to decide which child should be given the place.*

## **CASUAL ADMISSIONS**

The casual admission process will follow Medway Council guidelines that aim to make a casual admission placement within 10 school days.

Parents can apply for a casual admission at any time during the school year using the In Year Common Application Form (IYCAF)

If no places are available at the time of application, a waiting list will be maintained. Names are kept in priority order according to the oversubscription criteria and not according to how long a child's name has been on the list.

Any place that becomes available will be offered to the child at the top of the list. All vacancies will be allocated as they arise.

## **CASUAL ADMISSIONS WHEN TRANSFERRING SCHOOL WITHOUT MOVING HOME**

If a parent wishes to transfer their child from another school without moving home, the Head of School will contact the child's current school to ascertain the situation so that our academy is able to offer the correct support should the child be offered a place. It is also expected that the parent/carer of the child, along with the child themselves when appropriate, visit our academy and meet with the Head of School before any place will be offered.

## **PROCEDURE FOR ADMISSIONS INTO YEAR 12**

Places will firstly be offered to children in Local Authority care. i.e. a child under the age of 18 years for whom the Local Authority provides accommodation by agreement with their parents/carers (Section 22 of the children Act 1989) or who is subject of a care order under Part IV of the Act.

Priority will be given to existing pupils transferring from Year 11.

Pupils are admitted to the Sixth Form subject to the following:

- a formal application by pupil and parent and a pupil interview to determine the courses to be studied
- availability of a specific course or combination of courses

Pupils maybe offered a trial place in 6th form if the school deems it appropriate.

The school reserves the right to withdraw courses if there is insufficient student demand.

After a place has been offered, the school reserves the right to withdraw the place in the following circumstances:

1. when a parent has failed to respond to an offer within a reasonable time; or
2. when a parent has failed to notify the school of important changes to the application information; or
3. the Academy offered the place on the basis of a fraudulent or intentionally misleading application from a parent.

The over-subscription criteria for pupils in Year 7 will also be applied for Year 12.

### **ADMISSION FOR CHILDREN WITH STATEMENTS OF SPECIAL EDUCATIONAL NEEDS OR AN EDUCATION HEALTH & CARE PLAN (EHCP)**

The admissions arrangements for children with Statements of Special Educational Needs are the responsibility of Medway Council. For advice on such arrangements, parents should contact the Medway SEN Officer at the following address: Medway Council, Gun Wharf, Dock Road, Chatham, Kent. ME4 4TR, Telephone 01634 337170