

# 2012 Admissions Cover Sheet

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School Name	The Hundred of Hoo Comprehensive School
Address	Main Road Hoo Rochester ME3 9HH
Telephone Number	01634 251443

**The following documents form the schools 2012 admission arrangements.**

**As there are no changes from the previous year's arrangements, these are the final and determined arrangements that will be used for the admission of pupils in academic year 2012/13.**

# **The Hundred of Hoo School**

*A Foundation Status Comprehensive Media Arts Specialist School*



## **ADMISSIONS**

FGB/All/008

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# **POLICY FOR ADMISSION OF STUDENTS**

**FOR ADMISSIONS FROM SEPTEMBER 2012**

(Agreed by Chair on behalf of IEB; Policy to be reviewed by new GB in autumn 2011)

### **Procedure for admission into Year 7:**

Applications should be made using the Medway common application form (CAF).

Students will be admitted without reference to ability or aptitude. The age of admission is 11 years. The Planned Admission Number (PAN) for the year commencing September 2012 will be 270.

The Governors will establish and publish arrangements for appeals against non-admission, including an independent statutory Appeals Panel.

Places must first be offered to those children with statements of special educational needs where The Hundred of Hoo School is named, provided that it is the nearest appropriate school and that admission of the child would be compatible with the provision of efficient education of the children with whom they would be educated and the efficient use of resources.

### **Over-subscription Criteria:**

Where applications for admission received via the Medway co-ordinated admission scheme exceed the number of places available, the following criteria will be applied, in the order set out below to decide which children to admit:

- a) Children in public care
- b) Children who at the time of application have a brother or sister (including children living as siblings† in the same family unit) on the roll of the school and who will still be on roll at the time of the sibling's admission.

† *'Sibling' means brother or sister, step brother or sister, foster brother or sister and those who live as brother or sister in the same house.*

- c) Child's health reasons. Medical evidence must be provided which demonstrates a specific health reason; which requires a child to attend the preferred school.
- d) Residence within the access area. ††
- e) Nearness of children's homes to The Hundred of Hoo School. †††

†† *See LA admissions booklet for details of these priority access arrangements for children on the Hoo peninsula*

††† *Nearness to The Hundred of Hoo School will be measured using Medway Council's Geographical Information System based on the shortest distance from home to school.*

### **Procedure for Admissions into Years 8 – 11, and Year 7 after 1<sup>st</sup> September 2012:**

All applications for admissions for students in years 8 – 11, and for Year 7 received after 1<sup>st</sup> September, will be referred to Medway LA Admissions office and dealt with according to the Medway co-ordinated admission scheme. A vacancy will be deemed to have arisen if the number of children on roll in the Year Group is less than the published admission number (PAN) for that year, or is less than the higher number the school was required to admit up to that year by a Statutory Appeal Panel.

### **Procedure for Admissions into Year 12:**

In addition to students applying for sixth form places from Year 11, up to 30 students may be admitted for the first time up to the Planned Admission Number (270). Students will be admitted on the following basis:

- a) Advanced Level Courses: The minimum entry requirements of 5 GCSE grades A\*-C (or the equivalent) are met. Offers of places will remain conditional until actual results are verified. Course entry requirements for specific advanced courses are published in the Sixth Form Prospectus.
- b) Intermediate Level Courses: The minimum entry requirement of 5 GCSE grades A\* - E (or the equivalent) are met.

### **Over-subscription Criteria:**

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

Admissions are subject to a vacancy existing on the course for which the student is applying.

### **Waiting Lists:**

No waiting lists will be held for Years 7-13. In respect of Rising Year 7, as set out in the co-ordinated scheme, the LA will be responsible for holding a waiting list for parents who request their child's name to be added and where that parent has ranked The Hundred of Hoo School higher on their Common Application Form than the school they have been offered. This waiting list will operate until the start of the Autumn term when the new rising Year 7 cohort is admitted.