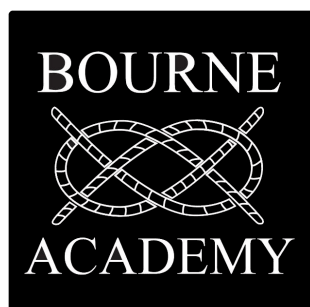


**SOUTH LINCOLNSHIRE ACADEMIES TRUST (SLAT)  
BOURNE ACADEMY & SPALDING ACADEMY**

# **ADMISSIONS POLICY 2020**

**Aspire - Challenge – Achieve**

| <b>Owner</b> | <b>Approval</b> | <b>By Whom</b> | <b>Review</b> |
|--------------|-----------------|----------------|---------------|
|              |                 |                |               |



## **South Lincolnshire Academies Trust (SLAT)**

Bourne Academy and Spalding Academy became a multi-academy trust on 1 September 2016. The 'School's Governing Body' is the Admissions Authority for Bourne Academy and Spalding Academy, with the SLAT having its own Admissions Committee as part of the structure for governance. This Admissions Committee is made up of three members, being: a SLAT Trustee; one member from the Bourne Academy Local Advisory Board and one member from the Spalding Academy Local Advisory Board.

In accordance with the 1996 Education Act the allocation of school places for children with an Education Health Care plan (EHC) will take priority. We will then allocate the remaining places in accordance with this policy.

For entry into Year 7 in September we will allocate places to parents who return an application before we consider any parent who has not returned one.

The oversubscription criteria are listed in order. Words marked with a number, for example 1-4 are explained separately in the Appendix.

### **Admission criteria**

- A. Looked After Child - 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. (Appendix 1 – Point 1)
- B. Sibling on roll at time of application. (Appendix 1 – Point 2)
- C. Children of staff members employed by the school. (Appendix 1 – Point 3)
- D. The distance from the home to the school. Priority will be given to the child living nearest the school. (Appendix 1 – Point 4).

**Bourne Academy: Admission Limit / PAN:** *Year 7 - 250*  
*Year 8 - 250*  
*Year 9 - 250*  
*Year 10 - 225*  
*Year 11 - 225*

**Spalding Academy: Admission Limit / PAN:** 270

It is impossible to predict how many equal preferences will be made for Bourne or Spalding Academy. The schools may set a higher admission number as it's PAN for any specific year. Lincolnshire Local Authority will be informed in advance and in writing to confirm this change.

### **Fair Access Protocols**

Local Authorities are required to have Fair Access Protocols in order to make sure that unplaced children who live in the home local authority, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. This includes admitting children

above the published admissions number to schools that are already full. For further details please refer to the school website – Admissions.

### **Fraudulent or misleading applications**

As an admissions authority we have the right to investigate any concerns we may have about your application and to withdraw the offer of a place if we consider there is evidence that you have made a fraudulent claim or provided misleading information, for example a false address was given which denied a place to a child with a stronger claim. We reserve the right to check any address and other information provided so we can apply the oversubscription criteria accurately and fairly.

### **Appeals**

Parents/Carers have the right to express a preference for their child's school. If a place is not offered at the school of your preference you may appeal to an independent body. Should you require further information please contact the Admission Appeals team at Lincolnshire County Council on 01522 553301. We recommend that you obtain and read a copy of the School Admission Appeals – A Guide for Parents and Carers booklet before completing your appeal paperwork.

### **Admission of children outside their normal age group**

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Parents wishing to make these requests must contact their home local authority for guidance on the procedure to follow. Parents resident in Lincolnshire should call 01522 782030 or email [schooladmissions@lincolnshire.gov.uk](mailto:schooladmissions@lincolnshire.gov.uk) for advice on the procedure to follow.

It is important for parents to note that they will have the opportunity and responsibility to provide whatever evidence they wish to support their request.

South Lincolnshire Academies Trust will make decisions on the basis of the circumstances of each case and in the best interests of the child concerned.

This will include taking account of:

- the parent's views;
- any available information about the child's academic, social and emotional development;
- where relevant, their medical history and the views of a medical professional;
- whether they have previously been educated out of their normal age group;
- any evidence that the child may naturally have fallen into a lower age group if it were not for being born prematurely the views of the head teacher

### **Process of application for the normal intake year**

Arrangements for applications for places in year 7 will be made in accordance with Lincolnshire County Council's co-ordinated admission arrangements; parents resident in Lincolnshire can apply online at [www.lincolnshire.gov.uk/schooladmissions](http://www.lincolnshire.gov.uk/schooladmissions), they can also apply by telephone, or ask for a hard copy application form, by telephoning 01522 782030. Parents resident in other areas must apply through their home local authority. South Lincolnshire Academies Trust will use the Lincolnshire County Council's timetable published online for these applications and the relevant Local Authority will make the offers of places on their behalf as required by the School Admissions Code.

### **Midyear admissions**

South Lincolnshire Academies Trust will accept admissions up to the Published Admission Number into all year groups. Parents can apply online at [www.lincolnshire.gov.uk/schooladmissions](http://www.lincolnshire.gov.uk/schooladmissions) or call 01522 782030 for a paper form.

## **SLAT: Sixth Form Admission**

**(NB: The provision for Sixth Form is based on the Bourne Academy site)**

All applicants need to meet the school's overall academic standards for admission to the sixth form and any specific requirement for the particular subject and our Sixth Form brochure gives details of the courses we normally offer.

### **Admission Limit / PAN = 50**

The oversubscription criteria are listed in order.

NB: The same criteria for Sixth Form entry applies to both internal and external applicants.

1. Students in public care. (Appendix 1 – Point 1)
2. The grade achieved in the relevant subject or subjects, at GCSE or equivalent as specified in the school's sixth form prospectus and the school website. (Appendix 2)
3. The average points score achieved across all GCSE subjects taken by the applicant.
4. Sibling on roll at time of application. (Appendix 1 – Point 2)
5. Children of staff members employed by the school. (Appendix 1 – Point 3)
6. The distance from the home to the school. Priority will be given to the child living nearest the school, as defined in note (Appendix 1 – Point 4)

## Appendix 1

1. 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. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). 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's Act 2002 (see section 46 adoption orders). 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. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

2. Sibling:

- A full brother or sister, whether or not resident in the same household.
- Another child normally living for the majority of term time in the same household, where an adult in the household has parental responsibility as defined by the Children Act 2002. Or any child in the household where an adult in the household is defined as a parent for the purposes of Section 576 of the Education Act 1996.
- In the case of twins, or brothers and sisters in the same year group, where there is only one place available in the school, all will be considered together as one application. The school will be allowed to go above its admission number.

3. For children of permanent employees whose place of work is at South Lincolnshire Academies Trust at the time of admission. 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.

4. The nearest address to the school is found by measuring the distance using the post office point of address from the home to the post office point of address of the school using straight line distance. Straight line distance as calculated electronically to three figures after the decimal point (eg 1.543 miles) This is provided by Lincolnshire County Council School Admissions. By home we mean the address where the child lives for the majority of term time with a parent as defined in section 576 of the Education Act 1996 who has parental responsibility for the child as defined in the Children Act 1989.

Where a child lives normally during the school week with more than one parent at different addresses, the home address for the purposes of school admissions will be the one where the child spends the majority of term time. If a parent can show that their child spends an equal amount of time at both addresses during school term time, they can choose which address to use on the application. If a parent has more than one home, we will take as the home address the address where the parent and child normally live for the majority of the school term time.

5. If the distance criterion is not sufficient to distinguish between two or more applicants for the last remaining place then a lottery will be drawn by an independent person, not employed by the academy or working in the Local Authority of Children's Service Directorate.

6. For admission into year 7 the school will keep a waiting list which we call a reserve list. If you do not get a place at your first preference school your child is automatically put on the reserve list for any schools above the one you were offered. This list is in the order of the oversubscription criteria. Names can move down the list if someone moves into the area and is higher placed on the oversubscription criteria. The list is kept by the school until the end of the Autumn term. If you wish your child to join the school at other times you can ask for your child to be added to the reserve list for the year group your child wishes to join. It is kept in the order of the oversubscription criteria. The time you have been on the list is not taken into account.

7. In order to meet the government's military covenant aimed at helping service personnel, and Crown Servants returning from abroad we have adopted the following arrangements. For late co-ordinated applications and mid-year applications we will aim to remove any disadvantage to UK service personnel (UK Armed Forces) by applying the schools oversubscription criteria to their address. We will check to see if the address is within the distance of the last child admitted in the last admission round that was oversubscribed on offer day. If the address is within the distance the governors will be asked to consider admitting providing all children in public care and siblings have already been admitted and there is no child with higher priority under the oversubscription criteria on the reserve list. This will be irrespective of the fact that the school has had appeals or appeals are scheduled. It maybe that the governors still cannot admit because of organisational or curriculum difficulties within the school. We will need the notice of posting or official government letter and posting address before we can consider an application under these arrangements.

## Appendix 2

### BOURNE ACADEMY POST 16 PATHWAYS

| PATHWAY                     | ADDITIONAL COURSES                        | GCSE REQUIREMENTS                                                                                                                                                                                     | OTHER CONDITIONS                                                                    |
|-----------------------------|-------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 4 A Levels                  |                                           | 6 GCSE passes including Grade 7 or above in English and Maths and Grade 9 - 7 in all other subjects.<br><i>(A grade 6 will be considered on an individual basis).</i>                                 | Grade 7 or above at GCSE in all subjects (or related subjects) selected at A level. |
| 3 A levels                  | Extended Project OR Enrichment Activities | 6 GCSE/BTEC Level 2 passes including Grade 5 or above in English and Maths and Grade 9 - 5 in all other subjects.                                                                                     | See individual subject requirements.                                                |
| A mix of BTECs and A levels |                                           |                                                                                                                                                                                                       |                                                                                     |
| 3 BTECs                     | Enrichment Activities                     | 5 - 6 GCSE/BTEC Level 2 passes including Grade 4 or above in English and Grade 9 - 5 in all other subjects. <i>(A grade 4 will be considered on an individual basis depending on subject choice).</i> | See individual subject requirements.                                                |