


**SOUTH LINCOLNSHIRE ACADEMIES TRUST (SLAT)**

# **ADMISSIONS POLICY 2024**

**Aspire - Challenge – Achieve**

<b>Owner</b>	<b>Approval</b>	<b>By Whom</b>	<b>Review</b>
B Sinclair		Admissions Committee	

 **South Lincolnshire**  

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**Academies Trust**

## South Lincolnshire Academies Trust (SLAT)

The 'School's Governing Body' is the Admissions Authority for Bourne Academy, Spalding Academy, Giles Academy and Cowley Academy, with the SLATrust having its own Admissions Committee as part of the structure for governance. This Admissions Committee is made up of five members, being: a SLAT Trustee; one member from the Bourne Academy Local Advisory Board; one member from the Spalding Academy Local Advisory Board, one member from the Giles Academy Local Advisory Board and one from the Cowley 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) naming the school in the plan 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 the order we apply them. If it is necessary to distinguish between more than one applicant in any criteria, the next criteria will be applied until the tie-breaker is used. Words marked with a number, for example 1-4 are explained separately in the Appendix.

## Admission Criteria

- A. Looked After Child including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted - 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. Children for whom the school is the closest to their home address (Appendix 1 – Point 4)
- E. The distance from the home to the school. Priority will be given to the child living nearest the school. (Appendix 1 – Point 5).

**Bourne Academy: PAN: 250**  
**Spalding Academy: PAN: 300**  
**Giles Academy: PAN: 180**  
**Cowley Academy: PAN: 120**

## 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 admission number to schools that are already full. Students allocated under fair access protocols will take precedence over those on a waiting list. Bourne, Spalding, Giles & Cowley Academies will participate in Lincolnshire County Councils fair access protocol.

## 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 our behalf as required by the School Admissions Code.

## **Midyear admissions**

Parents can apply online at [www.lincolnshire.gov.uk/schooladmissions](http://www.lincolnshire.gov.uk/schooladmissions) or call 01522 782030 for a paper form.

We operate a reserve list for years 7-10 which is reset at the end of each academic year. Parents/Carers should contact the school if they wish their child to be placed on the reserve list.

(NB: The only SLATrust 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 Number for Sixth Form Provision (age 16): Bourne Academy Sixth Form has capacity for 400 pupils in the Sixth Form including those eligible students already in the Academy wishing to stay on in the Sixth Form. Of these places, an agreed admission number of a minimum 10 will be offered to external applicants to Year 12 (the 'admission number').***

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 or have previously been in public care including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted. (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)

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. A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society. 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, multiple births, 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 go above its admission number to accommodate all children providing that the other children are top of the reserve list.

3. For children of permanent employees whose place of work is at Bourne, Spalding, Giles Academy or Cowley at the time of admission. Priority will be awarded only for the school for which the employee is based. Where they are based across more than one site, priority will be awarded at more than one school. 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. This applies when the school is the nearest state funded non-selective mainstream school to the child's address admitting children to the relevant year group; this is calculated by Lincolnshire County Council school admissions team using straight line distance. This is calculated electronically to three figures after the decimal point (eg 1.543 miles).

5. Address distances are 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.

6. Tiebreak - 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.

7. 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 is higher placed on the oversubscription criteria. The list is kept by the school until the end of the Autumn term and then by the school until the end of the academic year. It is cleared at the end of the school year. 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. This list is kept in the order of the oversubscription criteria.

8. 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 families of UK service personnel with a confirmed posting to the area, or crown servants returning to live in the area from overseas, the Governors will:

- Process an application in advance of the family arriving in the area provided it is accompanied by an official letter that declares a relocation date and a Unit postal address, intended address or quartering area address to use when considering the application against the school's oversubscription criteria.
- Accept a Unit postal address or quartering area address for admissions purposes for a service child, where the parent requests this.

The Governors will not refuse a service child a place simply because the family does not have an intended address or does not yet live in the area.

Evidence of an intended address will be required such as tenancy agreement, or mortgage statement. Please contact the school for more details.

For late coordinated applications and in year applications supported by the appropriate military documentation, we will aim to remove any disadvantage to UK service personnel (UK Armed Forces). The governors will consider whether:

An application from that address would normally succeed in an oversubscribed year

- There is any child on the reserve list with higher priority under the oversubscription criteria
- The prejudice from admitting an extra child would be excessive.

The governors have discretion to admit above the admission number in these circumstances if they wish, but are not obliged to do so. If a place is refused, you will be informed of your right of appeal.

## BOURNE ACADEMY SIXTH FORM ENTRY REQUIREMENTS

Students require a **minimum** of 5 GCSE Passes including:

- A grade 4 in Maths **OR** English\*
- A minimum of four 9 – 4 grades in any other subjects
- Choose a pathway below most suitable for you from our broad range of subjects

*\* A minimum of a Grade 3 in English/Maths is required to be considered for Sixth Form*

PATHWAY	GCSE REQUIREMENTS	OTHER CONDITIONS
4 A level or BTEC subjects	6 GCSE / BTEC Level 2 passes including Grade 7 in English <b>AND</b> Maths.	Grade 7 at GCSE in all subjects (or related subjects) selected at A level.
3 A levels	6 GCSE Grade 9 – 5 / BTEC Level 2 passes including English and Maths.	See individual subject requirements.
A mix of BTECs and A levels	6 GCSE Grade 9 – 5 / BTEC Level 2 passes including English and Grade 4 in Maths.	See individual subject requirements.
3 BTECs	5 GCSE Grade 9 - 4 / BTEC Level 2 passes including Grade 4 in English <b>OR</b> Maths.	See individual subject requirements.