



BOURNE ACADEMY

ADMISSIONS POLICY

With effect from September 2017 admissions

Approved: May 2016

Bourne Academy became an academy on 1 September 2011. The School's Governing Body is the Admissions Authority for Bourne Academy.

In accordance with the 1996 Education Act the allocation of school places for children with a statement of special educational needs or an Education, Health Care Plan will take place first. 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, 2 and 3 are explained separately in the definition and notes section.

Admission criteria

- A. Children in Care – 'Looked After Children' and 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). (1)
- B. Sibling on roll at time of application. (2)
- C. Children of staff members employed by the school. (3)
- D. The distance from the home to the school. Priority will be given to the child living nearest the school, as defined in note (4).

Admission Limit / PAN = 210

It is impossible to predict how many equal preferences will be made for Bourne Academy, number of siblings and house buying/building changes from year to year.

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 Bourne Academy website – Admissions.

Fraudulent or misleading applications

As an admission 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 parents /carers are not allocated a place for their child at the school of their preference they may appeal to an independent body called the Appeals Panel. Should you require further information please contact the Education Team at Lincolnshire County Council on 01522 553332. 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.

Sixth Form Admission

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 = 250

The oversubscription criteria are listed in order.

- 1.** Students in public care. (1)
- 2.** The grade achieved in the relevant subject or subjects, at GCSE or equivalent being 6 A*-C including English and Maths as specified in the school's sixth form brochure.
- 3.** The average points score achieved across all GCSE subjects taken by the applicant.
- 4.** Sibling on roll at time of application. (2)
- 5.** Children of staff members employed by the school. (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 (4)

Definitions and notes

1. A child in public care, sometimes referred to as 'looked after' is a child who is in the care of a local authority or provided with accommodation by them in accordance with the Adoption and Children Act 2002, at the time of application. This includes any child that has previously been in care and who is now adopted or who is subject to a residence order or special guardianship order.

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 Bourne Academy 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 from your home address to the school by driving distance along public highways. Distance is measured electronically along public highways using the post office address point of the home to the post office address point of the school.

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.