



Nailsea School

Admissions Policy 2019-20 **[Years 7 – 11]**

Headteacher Mrs D. Elliott

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Admissions Policy 2019-20 [Years 7 – 11]

1. Rationale

- 1.1 The school requires an admissions policy in order to avoid a situation whereby it cannot provide accommodation or curriculum for all of the students who are eligible for spaces.
- 1.2 This policy must be fair and equitable and clear to all potential applicants for a place at Nailsea School.

2. Purpose

- 2.1 To provide criteria for prioritising places for students who have applied for a place at Nailsea School, in the event of oversubscription for places.
- 2.2 To provide guidelines as to the process and procedures for application.

3. Guidelines

- 3.1 The following information should be read in conjunction with the 2019-20 Coordinated Admission Scheme published by the Local Council in which area the child subject to the application lives (the home council). For those living within North Somerset, the school's admission arrangements are in conjunction with the North Somerset Coordinated Admission Scheme for new intake secondary admissions for 2019-20. To see a copy of the Scheme visit www.n-somerset.gov.uk/admissions or contact the:

North Somerset School Admissions Team;
Town Hall
Walliscote Grove Road
Weston-super-Mare
BS23 1UJ
Tel: 01275 884014/884078
email: admissions@n-somerset.gov.uk

- 3.2 Nailsea School's governing body, in accordance with the School's academy status, is responsible for admissions to the School.
- 3.3 The Admission Number to Year 7 is 180.
- 3.4 If the school is not oversubscribed for Year 7 Intake, all new intake applicants will be offered a place. If the school receives more Year 7 intake applications than the Admission Number, the following criteria will be used to determine who will be allocated the places. All applications will be ranked in accordance with the criteria below given in order of priority:
 - 3.4.1 Children in Care at the time of application and children who were previously in Care but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order) immediately following having been in Care.

- 3.4.2 Children living in Nailsea School's First Geographical Area.
- 3.4.3 Children whose parents are employed by Nailsea School.
- 3.4.4 Children living outside Nailsea School's First Geographical Area.

- 3.5 A child's home address is considered to be the place where the child permanently and ordinarily resides for the majority of the time. This would normally be the same address as the person who has parental responsibility for the child as their main carer. Those moving should normally provide independent confirmation of the new address.

- 3.6 When applying the criteria in priority order, priority within each criterion will be given, in order, to:
 - 3.6.1 Children with a brother or sister [for definition of 'brother or sister' see section 5 below] who will be attending the school.
 - 3.6.2 For children living within Nailsea School's First Geographical Area only: children with a brother or sister [see section 5.5] within the same year group (for example twins or triplets).
 - 3.6.3 Those living closest to the school.
 - 3.6.4 The distances will be measured in a direct line between the address point of the child's home and the main entrance marker to the school, indicated on North Somerset Council's computerised system(s).

- 3.7 Where the school is named in a child's Statement of Special Educational Needs or Education, Health and Care Plan, the Admission Authority is legally required to admit the child to the school. Where Nailsea School is named in the Statement or Plan, such children will therefore be allocated places before the above criteria are applied.

- 3.8 Where the direct line distances are equal the ranking of applications will be made by drawing lots.

- 3.9 Nailsea School's First Geographical Area is shown in the map below. A First Geographical Area is an area of priority for a school. Living in this area does not guarantee a child a place at the school but they may receive priority over children who live outside the First Geographical Area.

- 3.10 If you are in any doubt about which school normally serves an address please contact the School Admissions Team of NSC. Contact details are given in Section 3.1 above and Section 4.2 below.

- 3.11 The school will hold a list of those Year 7 applicants still seeking a place at the school until 31 December in 2019. All applications will be ranked in line with the school's oversubscription criteria and allocations will be made in accordance with it. Each added child to the list will require the list to be ranked again in line with the above published oversubscription criteria. Priority will not be given on the basis simply of the date an application was added to the list. Children who are the subject of a direction by a Council to admit Children in Care, Children previously in Care or those who are

allocated a school in accordance with a Fair Access Protocol for school places, will take precedence over those on the waiting list.

4. Application

4.1 Year 7 places: Nailsea School delegates tasks for the new intake ranking of applicants to North Somerset Council School Admissions Team.

4.2 Applications can be made online or on paper and should be submitted to your home Council. If you live in North Somerset you should apply to:

North Somerset Council, School Admissions Team, Town Hall

Walliscote Grove Road, Weston-super-Mare, BS23 1UJ

Email: admissions@n-somerset.gov.uk

Website: www.n-somerset.gov.uk/admissions

Tel No: 01275 884078

4.3 Applications must be submitted by the closing time and date of 23.59 hours on 31 October 2018 in order to be considered in the first round of school place allocations. On time applicants will be informed of the outcome of their application on the national offer day of 1 March 2019 by their home Council.

4.4 Applications submitted after the closing time and date will be treated as a late application and so will not be considered in the first round of allocations except where both of the following are the case:

4.4.1 Such late applications are received before North Somerset Council has sent details of applications to other councils.

4.4.2 The applicant's home Council considers that there is an extenuating reason for allowing them to be treated as if they had been submitted by the closing time and date.

4.5 All other late applications will not be considered until after the first round of allocations; this may mean that all of the places have been allocated. In-Year applications for year 7-11 will be considered in accordance with the above policy provisions.

4.6 In-Year Applications should be made directly to the school:

Nailsea School

Mizzymead Road

Nailsea

North Somerset

BS48 2HN

Email: nailsch@nailseaschool.com

Tel: 01275 852251

Fax: 01275 854512

- 4.7 The governors delegate responsibility for in year admissions to the admissions sub-committee. This sub-committee will be chaired by the Headteacher, and meet as required. Admission requests may not be considered outside of school term time.
- 4.8 The school will, where appropriate, consider allocations for children identified as being from vulnerable groups in accordance with North Somerset Council's Fair Access Protocol (full details available from NSC).

5. Definition of brother or sister

- 5.1 To be considered as a brother or sister, a child must be living at the same address for the majority of the time [i.e. 50% or more of the time] as a full, half, step or adoptive brother or sister.
- 5.2 Full and adoptive brothers/sisters are defined as children having the same either biological or adoptive parents.
- 5.3 Half brothers/sisters are defined as children who share only one either biological or adoptive parent.
- 5.4 Step brothers/sisters are defined as children who are not necessarily related biologically [including foster children] but are living in the same household for the majority of the of the time [i.e. 50% or more of the time] at the address considered to be the address of the child for whom the application is made.
- 5.5 Except for a brother or sister within the same year group, a brother or sister must be attending [or is expected by the school and/or North Somerset Council to be attending] Nailsea School at the time of admission.

6. Children in Care

- 6.1 'Children in Care' are children who are (a) in the care of a local council or (b) being provided with accommodation by a local council in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989).
- 6.2 For Children previously in Care:
- 6.2.1 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 Act 2002 (see section 46 adoption orders)
- 6.2.2 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 arrangement orders replaces residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order.

6.2.3 a Special Guardianship Order is defined as an order appointing one or more individuals to be a child's special guardian (or special guardians).

7. Admissions of students outside their normal chronological age group (delayed or accelerated entry)

7.1 Applications for delayed or accelerated entry in cases where parents would like their child to be admitted to a year group that is not the chronological age year group will be considered. The admissions authority for the school will make the final decision.

7.2 Decisions will be made on the basis of the circumstances of each case and in the best interests of the child, taking into account, as appropriate, the following:

7.2.1 the views of the parent,

7.2.2 information about the social, emotional and academic development of the child as often supported by education and other professionals,

7.2.3 the views of the Head Teacher,

7.2.4 where relevant the child's medical history and the views of a medical professional,

7.2.5 whether they have previously been educated out of their normal age group, and

7.2.6 whether they may naturally have fallen into a lower age group if they were not born prematurely.

7.3 Parent will need to write to the school to request that their child starts a year later or earlier than their chronological age. Parents will need to give reasons for the request and details of the child's particular needs. Any reports or evidence to support your request should also be enclosed.

7.4 For secondary and year 10 intake applications, it is advised that an on time application is submitted for the correct chronological year group. If the delay/accelerated request is agreed, the on time application can be withdrawn and a new application should be made the following year. If the request is not agreed, and the child stays in their chronological age group, the on time application can still be processed. If a request is not agreed and the child does not have an on time application then a late application would need to be submitted.

7.5 Where the admission authority agrees to a parent's request for their child to be admitted out of their normal age group the parent must apply according to the timescales of the agreed admission cohort. The application will be processed as part of the main admissions round (including applying the oversubscription criteria where applicable), unless the parental request is made too late for this to be possible. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied and been refused. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

8. Reviewing this Policy

8.1 This policy will be reviewed annually.

8.2 The Chair of Governors and Headteacher are responsible for this policy.

9. Related documents

9.1 The Governors' Handbook 2014 (https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/395789/Governors_Handbook.pdf).

9.2 North Somerset Coordinated Admission Scheme for new intake secondary admissions for 2019-20.

10. Procedures

10.1 Prospective Parents evenings will take place in September each year and be advertised on the school website: www.nailseaschool.com and in the local press.

10.2 Prospective Parents are welcome to visit the school during the working day at any time by prior arrangement.

The school prospectus is available from reception [hard copy] or electronically through the school website.

11. Map of Nailsea School's First Geographic Area:

