

## Admission Arrangements

**Published Admission Number 2018/2019: 210**

### Introduction

This document sets out the admission arrangements for Goole Academy. The Academy will comply with all relevant provisions of the statutory codes of practice (the Academy Admissions Code of Practice and the Schools Admission Appeals Code of Practice) as they apply at any given time to maintained schools. Goole Academy will take part in the admissions process set up by East Riding of Yorkshire County Council and have regard to its advice; and will participate in the co-ordinated admission arrangements operated by East Riding of Yorkshire County Council notwithstanding these arrangements, the Secretary of State may direct Goole Academy to admit a named student to Goole Academy on application from a Local Authority. Before doing so, the Secretary of State will consult the Academy.

**View more information on East Riding of Yorkshire Council's co-ordinated admissions scheme.**

### Process of application

Applications for places at the Academy will be made in accordance with East Riding of Yorkshire County Council's co-ordinated admission arrangements and parents will complete the Local Authority Common Application Form.

Once places have been allocated, the Academy's pastoral team with SENDCo support will ensure a smooth transition for students by holding transition days and visiting students in their primary schools.

### Allocation of Places

The criteria set out below will be used to prioritise all applicants who have applied for a place at the Academy. The number to be given places at the Academy will be limited to the published admission number for that Academy unless there are exceptional circumstances.

Once all applicants have been prioritised in accordance with these admission arrangements, decisions about which children will be given places at the Academy will be made in accordance with the co-ordinated scheme or schemes for school admissions applicable to the applicant concerned.

Criterion (i) - Places will first be given to children who are looked after by a local authority and to children who were previously looked after but ceased to be so because they were adopted or became subject to a residence order or special guardianship order.

A looked after child is a child who is in the care of a local authority or is provided with accommodation by that authority (see section 22 of the Children Act 1989). Any application submitted for a child who is looked after by a local authority should be supported by the authority's Children's Services Department. An "adopted child" is a child adopted under the Adoption and Children Act 2002 or Adoption Act 1976. A "residence order" is an order made under the terms of the Children Act 1989. 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).

Criterion (ii) - Places will next be given to children who live in the Academy's designated catchment area. The catchment area is the area covered by the catchment areas of the feeder primary schools (see below). The child concerned must be resident in the catchment area by 8 January 2016 to qualify under this criterion in the normal admissions round.

If applications are submitted for siblings in the same year group and a place is available for one or more but not all of the siblings from the same family, the admission number will be exceeded to allow them to be placed at the Academy. If the number of applicants meeting the first two criteria is greater than the published admission number, priority will be given to those who meet Criterion (i); and those who fulfil Criterion (ii) will be prioritised using Criteria (iii), (iv) and (v).

Criterion (iii) - Places will next be given to children who have a sibling attending the Academy in Years 7 to 10.

If applications are submitted for siblings in the same year group and a place is available for one or more but not all of the siblings from the same family, the admission number will be exceeded to allow them to be placed at the Academy. If the number of applicants meeting the first three criteria is greater than the published admission number, priority will be given to those who meet Criteria (i) and (ii); and those who fulfil Criterion (iii) will be prioritised using Criteria (iv) and (v).

Criterion (iv) - Places will next be given to children who have attended the Academy's named feeder junior or primary schools since the beginning of National Curriculum Year 3.

To qualify, the child must have attended a junior or primary feeder school from the start of Year 3, the Academy year in which the child becomes eight years old. Attending a feeder school does not guarantee a child a place at the secondary school. The feeder primary schools are listed below:

- Airmyn Park Primary School
- Boothferry Primary School
- Hook CE VC Primary School
- Kingsway Primary School
- Parkside Primary School
- Marshlands Primary School
- Reedness Primary School
- St Joseph's Primary School
- Swinefleet Primary School

If applications are submitted for siblings in the same year group and a place is available for one or more but not all of the siblings from the same family, the admission number will be exceeded to allow them to be placed at the Academy. If the number of applicants meeting the first four criteria is greater than the published admission number, priority will be given to those who meet Criteria (i), (ii) and (iii); and those who fulfil Criterion (iv) will be prioritised using Criterion (v).

If applications are submitted for siblings in the same year group and a place is available for one or more but not all of the siblings from the same family, the admission number will be exceeded to allow them to be placed at the Academy. If the number of applicants meeting the first four criteria is greater than the published admission number, priority will be given to those who meet Criteria (i), (ii) and (iii); and those who fulfil Criterion (iv) will be prioritised using Criterion (v).

Criterion (v) - Places will next be given to those children who live closest to the Academy. The distance from the child's home to the Academy will be measured and priority will be given to those living nearest to the Academy.

If applications are submitted for siblings in the same year group and a place is available for one or more but not all of the siblings from the same family, the admission number will be exceeded to allow them to be placed at the Academy.

### **In Year Admissions**

Our **In-year admission arrangements** apply when a child is already attending another secondary school and the parents want to move their child to Goole Academy.

If you want to make an in year application you will have to apply to the Local Authority responsible for the area where you live. More information is available on the **East Riding of Yorkshire Council's website** and, for those parents living within the East Riding, the council will ask you to complete and submit an **In Year Application Form**.

## Appendix 1

### **Students with an EHCP or identified SEND needs**

The year leader responsible for admission of the prospective student must inform the SENDCO at the earliest possible opportunity and invite them to the first meeting or ensure that a subsequent meeting has occurred to resolve any issues.

### **Students from the English as an additional language (EAL) cohort or those identified with EAL needs**

The year leader responsible for admission of the prospective student must inform the associate teacher (AT) at the earliest possible opportunity and invite them to the first meeting or ensure that a subsequent meeting has occurred to resolve any issues.

The associate teacher will assess language acquisition and complete initial testing during this period.

## Appendix 2 - Definitions

### **Year Group for Admission**

A student will be admitted to the Academy into the National Curriculum Year relevant to the student's age. Students will normally leave primary education at the end of Year 6 and transfer to a secondary school at the start of Year 7.

### **Early or Late Transfer**

If the child's progress through primary school has been accelerated or delayed, the child concerned will be able to transfer to secondary school with the year group in which he or she has been taught. Being taught in a mixed age group class will not, on its own, be regarded as evidence of accelerated or delayed progress. The child's transfer to secondary school cannot be delayed or accelerated by more than one school year.

If a child's progress through primary school has not previously been delayed or accelerated and the parent wants their child to transfer to secondary school in a year group other than that relevant to the child's age, the child's parents must submit a request to be allowed to make such an application to the Local Governing Body with any supporting documents.

Decisions about whether or not an application can be considered for admission to a year group other than that appropriate to the child's age will be made by the Local Governing Body.

Applicants may be asked to submit additional documentary evidence in support of their request to be allowed to apply for a place in a different year group for their child. In determining the applicant's request, the Local Governing Body will consider each case on its own individual merits and may seek advice from the East Riding of Yorkshire Fair Access Panel. If it is decided that an application for a place in a year group other than that appropriate to the child's age can be submitted, the parent's application will then have to be processed and determined in accordance with the relevant East Riding of Yorkshire Co-ordinated Scheme and the published admission arrangements for the Academy.

### **Children with Statements of Special Educational Needs or Education, Health and Care Plans**

Applications received relating to children with Statements of Special Educational Needs or an Education, Health and Care Plan will be dealt with in accordance with the Code of Practice on Special Educational Needs. Where a school is named in a child's Statement of Special Educational

Needs or in the child's Education, Health and Care Plan, the Academy has a duty to admit the child.

### **Siblings**

For the purposes of these Academy admission arrangements, the term "siblings" refers to children living as part of the same family unit at the same address. A family unit consists of children and their parents/carers. The term "parent/carer" includes any person who is the birth parent, person with parental responsibility, special guardianship or who has care of that child.

### **Measurement of Distance from Child's Home to the Academy**

Where distance from the child's home to the Academy has to be measured, the Academy's admission authority uses a computer GIS mapping system using Ordnance Survey information, to measure the distance and adopts the address points for the child's home and the Academy as recorded on the Local Land and Property Gazetteer, (referred to as LLPG).

The actual distance measured is a straight line from the LLPG recorded address point for the child's normal home address to the LLPG recorded address point for the Academy.

A child is normally deemed to be resident with their parents/carers. If a child has more than one home address, the applicant must use on the application form the address at which the child lives for the majority of the school week. Documentary evidence may be required to show that the child is resident at the address named on the application form.