

# Fowey River Academy

## Admissions Policy

2019 - 2020

## Policy Review

<b>Date Policy Adopted:</b>	Spring 2018
<b>Authorised By:</b>	Adventure Learning Academy Trust
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## Mission Statement

Adventure Learning Academy Trust (ALAT) brings a new energy and approach to providing the best education for our pupils. Through proven practices, ALAT will transform the learning of pupils, raise standards and provide the highest quality learning environments, enabling pupils and teaching staff to thrive and be the best. ALAT's aim is to break down the barriers that limit educational progress. We do this through adopting a personal learning pathway for every child – one that takes account of individual needs, aspirations and talents.

ALAT's values:

### Learn

Provide the best education for every pupil.

Ensure the highest quality teaching and learning.

Work with the family, parent or carer.

### Grow

Grow our pupils' futures.

Develop the best teaching staff.

Provide the best learning environment and supporting technology.

### Prosper

Lead the way in education.

Realise the opportunities.

Be connected to the community.

## Introduction

Fowey River Academy (the Academy) is a mixed, 11 to 16, fully inclusive academy in Cornwall. It is part of ALAT, a multi-academy trust set up to raise the standards of education across England. Our aim is to provide the best education for our pupils; one that recognises their individual needs and supports them to achieve the very best from their education; praising and challenging; building confidence, self-worth and life skills and enabling them to achieve the highest academic and vocational standards.

ALAT is the overall admissions authority for the Academy with local decision making for admissions delegated to the Academy's regional ARC group.

The Academy is part of the co-ordinated admissions arrangements operated by Cornwall Council (the Local Authority) and the Local Fair Access Protocol.

The Academy will comply with School Admissions Code (DfE Dec 2014) and the School Admission Appeal Code (the Codes). This policy is based on the current codes but will be reviewed in the light of any future changes in the law.

The Directors of the Trust and the Academy's regional ARC group are supported by the Local Authority in allocating places to the Academy and informing families.

An Independent Appeals Panel hears any appeals from parents whose child has not been allocated a place at Fowey River Academy.

## Secondary School Year 7 Admission Point

This is September 2019 for a child whose 11th birthday falls between 1<sup>st</sup> September 2018 and 31<sup>st</sup> August 2019.

## Admission Number

The Academy's admission number for entry to Year 7 in September 2019 and subsequent entry into Year 8 to Year 11 will be 200.

## Admissions procedure for Year 7 (Local Authority Co-ordinated Admission Scheme)

Admissions to Fowey River Academy Year 7 will be administered by the Local Authority according to its co-ordinated admissions scheme. Parents and carers should apply for their child's place at the Academy using the Local Authority's Common Application Form. These are available from the School Admissions Team at Cornwall Council or online: <http://www.cornwall.gov.uk/admissions>

Parents' and carers' children resident in other authorities must submit an application to their home authority on the application form provided by that authority.

### Allocation of Places

Pupils will be admitted without reference to ability or aptitude.

Children who have a Statement of Special Education Needs or Education, Health and Care Plan, which names Fowey River Academy, will be allocated a place.

If the number of applications does not exceed the number of places available all applicants will be granted a place at the Academy.

## Oversubscription Criteria Transfer to Year 7

Where the number of applications for admission is greater than the number of places available, the applications will be considered against the following criteria (please see the explanatory notes at Appendix 1 of this policy) in the order set out below.

Where Fowey River Academy is named on a pupil's Statement of Special Educational Needs or Education, Health and Care Plan that child will be admitted by the Academy.

### Criterion 1

Children in care and children who were previously in care but immediately after being in care became subject to an Adoption, Child Arrangement, or Special Guardianship Order. See Note 1 in Appendix 1.

### Criterion 2

Children who live in the designated area of Fowey River Academy, or whose parents can provide evidence at the time of making the application that they will be living in the designated area of the preferred Fowey River Academy, by the beginning of the 2019/20 school year.

If there are more designated area children wanting places at Fowey River Academy, than there are places available, criteria 3 to 6 below will be used to decide which of these children should have priority for admission. If there are still places available after all the designated area children have been allocated places, criteria 3 to 6 will be used to decide which of the remaining children should have priority for any spare places. Please see Note 4 in Appendix 1.

### **Criterion 3**

Children with an unequivocal professional recommendation from, for example, a doctor, school medical officer or educational psychologist, that non-placement at Fowey River Academy, would not be in the best interest of the child and that placement at Fowey River Academy is essential. Such recommendations must be made in writing to the Cornwall Council School Admissions Team and must give full supporting reasons. See Note 3 in Appendix 1.

### **Criterion 4**

Children with siblings who will still be attending Fowey River Academy at the time of their admission. See Note 2 in Appendix 1.

### **Criterion 5**

Children on the roll of a primary school (at the time of allocation) whose designated area is contained within or forms part of the designated area of Fowey River Academy:

Biscovey Academy, Fowey Primary School, Lanlivery Community Primary School, Lerryn CE Primary School, Lostwithiel School, Polruan Primary School, St Winnow, Tywardreath School, Roselyon School

### **Criterion 6**

All other children (using the tie-breakers as defined later in this document as necessary).

## **Oversubscription Criteria for years 8 to 11**

The following priority order will be used to decide which children should occupy any vacant places, after the admission of pupils where the Academy is named in their Statement of Special Educational Need or Education, Health and Care Plan:

### **Criterion 1**

Children in care and children who were previously in care but immediately after being in care became subject to an Adoption, Child Arrangement, or Special Guardianship Order. See Note 1 in Appendix 1.

### **Criterion 2**

Children who live in the designated area of Fowey River Academy, or whose parents can provide evidence at the time of making the application that they will be living in the designated area of Fowey River Academy by the date of admission.

If there are more designated area children wanting places at Fowey River Academy than there are places available, criteria 3 to 5 below will be used to decide which of these children should have priority for admission. If there are still places available after all the designated area children have been allocated places, criteria 3 to 5 will be used to decide which of the remaining children should have priority for any spare places. Please see Note 4 in Appendix 1.

### **Criterion 3**

Children with an unequivocal professional recommendation from, for example, a doctor, school medical officer or educational psychologist, that non-placement at Fowey River Academy would not be in the best interest of the child and that placement at Fowey River Academy is essential. Such recommendations must be made in writing

to the Cornwall Council School Admissions Team and must give full supporting reasons. See Note 3 in Appendix 1.

#### **Criterion 4**

Children with siblings who will still be attending Fowey River Academy at the time of their admission. See Note 2 in Appendix 1.

#### **Criterion 5**

All other children (using the tie-breakers as defined later in this document as necessary).

Applications will be prioritised on the above basis. An exception will be made for the education of children with special needs where a child holds a Statement of Special Educational Needs or Education, Health and Care Plan or is currently undergoing a statutory assessment and in such cases it is considered that attendance at the Academy is necessary to meet the identified needs of that child.

#### **Tiebreak**

Where two or more children fulfil the same criterion, priority will be given to the child who lives nearer to the Fowey River Academy.

Should the tie-breaker above still leave children with an equal claim because distances are exactly the same, random allocation will be used to decide on priority.

Please see Appendix 1 Notes 5 and 6.

### **Waiting Lists**

If the school is oversubscribed, a waiting list will be held [for the whole of the academic year for all year groups OR for the first term of the year of entry only] and parents/carers can request that their child is added to this list if they are refused a place. The waiting list will be based on the school's oversubscription criteria and a child's place on a waiting list is subject to change according to additional information received about applications or children being added to the list – so their place on the list might move up or down. No priority is given to the length of time that a child has been on the list. Children with an Education, Health and Care Plan and children in care or children that were previously in care will take precedence over those on the waiting list. Children admitted under the Fair Access Protocol will also be given priority over children on the waiting list.

This is managed for us by Cornwall Council.

### **Late and In-year Applications**

#### **Late Applications**

These are considered as detailed in the Local Authorities co-ordinated and in-year admissions scheme.

#### **In-year Applications (After the Normal Admissions Round)**

Parents and carers are entitled to apply for a school transfer if they feel a change of school would benefit their child's education and / or general well-being.

The law allows parents to apply directly to the school where they wish their child to transfer. Parents should contact the Academy's admissions officer to request a School

Transfer application form and to be advised of the current status regarding available places.

## Admission outside a Normal Age Group

Requests from parents for school places outside a normal age group will be considered carefully whether for gifted and talented pupils or for those who have experienced problems, e.g. having missed education due to ill health, etc. Such applications should be made as part of the normal admissions round (i.e. the age group to which pupils are normally admitted to the school). Each case will be considered on its own merits and circumstances. However, cases will not normally be agreed without a consensus that to do so would be in the pupil's interests between the parents, the previous school and any relevant professionals asked for their opinion by Fowey River Academy's regional ARC group. Those refused places outside the normal age group will be informed of their statutory right of appeal.

## Appeals Procedure

Any parent/carer whose child is not offered a place at Fowey River Academy has the right of appeal to an Independent Appeals Panel.

Information on how to appeal will be provided with the result of the application. Parents will have 20 school days after they receive the notification to appeal the decision. Appeals must then be heard within 40 school days of this deadline.

## Management of Applications

For both age groups applications will align to the Local Authority's timetable for applications each year. Arrangements will include:

- Publication of a prospectus by September each year containing information for applicants wishing to join the Academy the following September, including admissions arrangements and details of open evening and opportunities to visit the Academy.
- These details will also be made available for inclusion in the combined information published by Cornwall Council.
- Application forms will be provided for return by 31<sup>st</sup> October 2018.
- Decisions on applications made to the Local Authority for Year 7 entry will be made during February and notified to parents, and applicants' home local authorities, on or around 1<sup>st</sup> March 2019.

The application and notification dates may vary in line with any timetable variations to application processes made by the Local Authority.

All applications received after the deadline will be considered late applications and will be considered after those received on time, in the order in which they are received. If, following consideration of all applicants, the Academy is oversubscribed, parents may request that their child is placed on the Academy's waiting list.

## Appendices

## Appendix 1 – Explanatory Notes

These notes form part of this policy.

### **Note 1**

A 'child in care' is also referred to as a 'looked after child' and 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).

A 'child arrangement order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 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).

### **Note 2**

'Siblings' means brothers or sisters. They are defined as children with at least one natural or adoptive parent in common, living at the same or a different address. Children living permanently in the same household at the same address would also be counted as siblings, regardless of their actual relationship to each other. To qualify as a sibling a child must be on the roll of Fowey River Academy at the date of application, allocation and admission.

Where applications are received on behalf of 'multiple birth siblings' (i.e. twins, triplets, etc.) or siblings whose dates of birth place them in the same chronological year group, every effort will be made to offer them places at Fowey River Academy, which may mean allocating places above the Published Admission Number (PAN) where that is possible. However, where this is not possible, parents will be invited to decide which of the children should be allocated the available place.

### **Note 3**

Decisions must be consistent and based on objective evidence, which must be provided in writing by an appropriate professional i.e. a doctor or a social worker.

### **Note 4**

Cornwall Council has divided the County into geographical areas. Each of these areas is served by a specific primary school, or in some cases, groups of schools. These areas are called 'designated areas' (you may also have heard these areas referred to as 'catchment' areas). Your designated school will not always be the one nearest to your home address.

A map of the designated area can be seen online at [www.cornwall.gov.uk/admissions](http://www.cornwall.gov.uk/admissions), following the link 'Find your nearest or designated school' or by calling the School Admissions Team on 0300 1234 101 or emailing [schooladmissions@cornwall.gov.uk](mailto:schooladmissions@cornwall.gov.uk). The School Admissions Team can also offer advice on designated areas. These areas are also used by the LA for assessing transport entitlement.

If you are planning to move into the designated area of Fowey River Academy, your application for a place for your child will not be given the priority accorded to designated area pupils without firm evidence of your new address and moving date, such as a copy of a signed and dated tenancy agreement or confirmation that contracts have been exchanged.

**Note 5**

Each child may have one registered address only for the purposes of determining priority for admission and transport entitlement. This address should be the place where the child is normally resident. If there is shared residence of the child or a query is raised regarding the validity of an address, it may be necessary to use the address of the person receiving child benefit for the child. If this is inconclusive, the registered address would be considered to be the address at which the child spends the majority of days during the school week. The LA can only process one application per child; therefore any dispute must be settled before the application is submitted.

**Note 6**

Home to school distances used for tie-breaking will be determined by a straight-line measurement as determined by Cornwall Council's nominated Geographical Information System. Measurements will be between your home address (usually the centre of the main building of the property) and the main gate of the school (as determined by Cornwall Council).

# Fowey River Academy

Windmill Fowey Cornwall PL23 1HE

**Telephone** 01726 833484 **Email** [enquiries@fracademy.org.uk](mailto:enquiries@fracademy.org.uk)

[www.foweyriveracademy.org.uk](http://www.foweyriveracademy.org.uk)