

# Pewsey Vale School



**Headteacher:** Carol Grant

## **Admissions Policy**

**Responsibility:** Carol Grant (Headteacher)

Next Review: November 2017

- Reviewed by Carol Grant
- Adopted and re-implemented by P&S
- Verified by FGB

November 2016  
18 November 2016  
8 December 2016

**P&S Approving signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Head Teacher signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Chair of Governors signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

Historical Reviews/Update:

- Policy reviewed July 2015

## Introduction

### **Rationale:**

Pewsey Vale School's Admission Policy is intended to be inclusive and comprehensive, welcoming students across the ability range and from all social groups. We will continue to support the existing Designated Area and the strong curriculum liaison with Primary Schools which has been developed over a number of years.

### **Objectives:**

- To uphold the school values of fairness and equality
- To meet the learning needs of the local community
- To continue to develop our excellent links with primary schools to ensure students experience a smooth transition to Secondary education.

### **Admission Arrangements:**

#### **Admission at age 11 – Year 7**

1. Children will start Secondary Education in the academic year they have their twelfth birthday (they will be eleven on 1 September in the year of entry).
2. The number of intended admissions for the year commencing 1st September is 105. Students will be admitted from the School's Designated Area at age 11 without reference to ability or aptitude.
3. Application forms will be sent to students attending Primary Schools in the area in September of each year by Wiltshire County Council, and all other parents on request. Application forms are also available from the Local Authority.
4. There are no automatic entries from a Primary School into Secondary and there is no automatic offer of a Sibling place (a place for a brother or sister). Therefore an application **must** be made for a school place for each child.
5. The closing date for the receipt of applications by the Local Authority is midnight on the National Deadline date which for Secondary Academies is 31<sup>st</sup> October 2016. Any application received after the National Deadline will be treated as a late application.
6. Parents/carers will be notified of the outcome of their application by the local authority which will be posted by the national offer dates which for Secondary Education is 2 March 2016. Offers of a place at an Academy will need to be accepted within 2 weeks of posting of the notification letter.

#### **Admission at ages 12 to 15 – Years 8 to 11**

1. Although the usual age of admission is 11 students may be admitted when there are vacancies in a year group.
2. All applications for admissions for Year 8-11 are coordinated by Wiltshire Council in their capacity as the Local Authority (LA). Parents need to apply to their LA for a place at Pewsey Vale School using a Transfer Application form

## Over-subscription.

Where applications for admission exceed the number of places available the following criteria, in the order set out, will be applied:

1. Looked after Children

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). A child who was previously looked after but ceased to be so because they were adopted or became subject to a residence or special guardianship order is also included in this category

2. Children living in the Catchment Area of the Academy

A child is considered under this criterion if the child lives within the Catchment Area which is composed of the civil parishes of:

- i. Alton
- ii. Beechingstoke
- iii. Burbage
- iv. Charlton
- v. Easton Royal
- vi. Everleigh
- vii. Grafton
- viii. Huish
- ix. Manningford
- x. Milton Lilbourne
- xi. North Newnton
- xii. Pewsey
- xiii. Rushall
- xiv. Stanton St Bernard
- xv. Upavon
- xvi. Wilcot
- xvii. Wilsford
- xviii. Woodborough
- xix. Wootton Rivers

a. Children living in the catchment area and attending one of Pewsey Vale's cluster primary schools

- i. Pewsey Primary School
- ii. Woodborough Primary School
- iii. Rushall Primary School

Children must be attending a cluster school at the application deadline and continue to do so through to the end of the school year.

b. In-Area with siblings

A child is considered under this criterion if the child lives within the catchment area and has a sibling living at the same address who is on the roll of the Academy or of a cluster school as at the application deadline and continues to be so when the child is admitted

3. Students entitled to Pupil Premium

Pupil premium students are those who have been eligible for free school meals at any point in the last six years (known as 'Ever FSM'), students who have been looked after continuously for more than six months, and children of service personnel.

4. Out-of-Area Applications

a. Out-of-area attending Pewsey Vale's cluster primary schools

A child is considered under this criterion if the child lives outside the catchment area and is attending a Pewsey Vale cluster school at the time of the application deadline and continues to do so through to the end of the school year.

b. Out-of-area with siblings

A child is considered under this criterion if the child lives outside the catchment area and had a sibling living at the same address who is on the roll of the Academy or any cluster school at the time of the deadline date and continues to be so when the child is admitted.

5. Proximity of the child's home to the school

Those students living nearer being given priority.

6. Any other applications

Children living outside the catchment area who do not qualify under one of the criteria above

If admission is refused parents have the right to appeal as detailed below.

### Waiting Lists

When an application has been unsuccessful, a child's name will be added to a waiting list held by the admission authority. Offers will be made when a place becomes available. If a child is offered a place from the waiting list then it must be accepted or declined within 10 working days of the date of the offer.

### Other applications Year 7 and year 8-11

Applications for a school place which are not for normal entrance in to the academy or which are late applications (applications which were submitted after the national deadline) are determined as follows:

- a. **Immediate Admission** - applications for an immediate start, e.g. moving into the Catchment Area of an Academy by transferring from another school. The Application should in the first instance be made to the Local Authority who will pass the application on to the Admissions Academy
- b. **Future Admission** - applications for admission at a future date. The application should in the first instance be made to the Local Authority who will pass the application to the Admission Authority. The application will be placed on the waiting list for the year group applied for.

### Appeals

If an application is not successful the applicants have the right to appeal against the decision to an independent panel. Appeals should be made in writing within 20 school days and addressed to The Clerk to the Governors, setting out the grounds on which the appeal is made. The Independent Appeals Committee will hear the appellant, who may be accompanied by a friend or representative, and the Governor's or Headteacher's

representative. The decision made by the Appeal Committee will be communicated in writing to the appellant and to the Governing Body and Headteacher.

### **Academy Application & Admission Timelines**

- 31 October 2016 midnight – National Secondary deadline – applications must be received by the local authority by midnight. The local authority will issue a receipt for applications received, if confirmation is not received parents/carers must follow up with the local authority to ensure the application has been received and will be processed
- 1 March 2017 – National Secondary offer date – the council will post notification letters to the applicants
- 15 March 2017, midnight – Offer Acceptance Deadline – the deadline for parents to accept the place offered. Parents will be asked to respond to the relevant Academy directly. If they do not respond by this date it will be assumed that the place offered has been declined
- 1 September 2017 – Normal Entrance admission date – on or after