

# Admissions Policy - In Year

## From Staff Policies

### Contents

- 1 IN YEAR ADMISSION TO PRIORY SCHOOL 2020-2021
- 2 Statement of Priory School's policy for Admissions
- 3 PROCEDURE FOR APPLYING FOR A PLACE AT PRIORY SCHOOL
- 4 ADMISSION CRITERIA
- 5 Tiebreaker
- 6 WAITING LISTS
- 7 ADMISSION NUMBERS
- 8 Prejudice to efficient education
- 9 Prejudice to the efficient use of resources
- 10 Related Policies

## IN YEAR ADMISSION TO PRIORY SCHOOL 2020-2021

### Statement of Priory School's policy for Admissions

Priory School is a Foundation School and therefore the Governing Body is the Admission Authority and responsible for operating Priory School's admission policy. This document explains how Priory School Governors operate their admission policy for in-year admissions.

### PROCEDURE FOR APPLYING FOR A PLACE AT PRIORY SCHOOL

An in-year admission is any admission that takes place outside the main Secondary School admission procedures that occur at 11 years of age for entry into Year 7. All in-year applications to Priory School are made via the Local Authority's on-line application system which the school accesses on a regular basis.

Priory School will notify the parent in writing as to whether there is a place available for their child. In the event of a place not being available, the parents will be informed in the same letter the procedure for being placed onto the waiting list and also, if they wish to appeal the decision, how to go about this process. Priory School also notifies the Local Authority of the outcome of each application.

### ADMISSION CRITERIA

The admission criterion is as follows:

1. Looked after children and children who were looked after, but ceased to be so because they were adopted (or subject to residence orders or special guardianship orders) immediately following being looked after.

### Policy Details

#### Legal Status

Statutory

#### Adopted

May 2015

#### Version Date

July 2020

#### Last Review

July 2020

#### Next Review

July 2021

#### Responsible SMT

TS

**2. Children who will have a brother or sister at the school at the me of admission and who live at the same address, within the pre-defined community area\***

3. Other children living within a pre-defined Community area

**4. Children who will have a brother or sister at the school at the time of admission who live at the same address, outside the pre-defined community area\***

5. Other Children living outside the pre-defined Community area

- **Children who have a brother or sister who joined the school prior to 1st September 2017 and who are still on roll will be admitted under the previous criteria which gave priority to brothers and sisters regardless of whether they live in the pre-defined community area or not.**

## **Tiebreaker**

In the event of oversubscription within any category, place allocation will be decided by prioritising applications on the basis of home to school distance measured in a straight line (as the crow flies). In the event that applicants cannot be prioritised using the tie-breaker above because the distance measurements are the same, the Authority will use random allocation to decide which children will be offered the remaining places. This will be done electronically using the Authority's admissions software.

Children with an Education Health and Care Plan (EHCP) have priority for school places. Once a school is named in the EHC Plan, that school must admit the child.

Twins and children from multiple births. Where the admission of both twins or all siblings from a multiple birth would cause a community or voluntary controlled school to rise above its admission number, both twins or all siblings will be admitted.

## **WAITING LISTS**

Priory School maintains a waiting list for each year group which only includes the children whose parents have either requested to be placed on it or have submitted an appeal. These waiting lists are cleared at the end of the Christmas, Easter and summer terms and parents are informed of the need to contact the school again should they wish their child to be kept on it. If a place becomes available, Priory School will notify the family whose child is top of the waiting list. The waiting list is kept in order of our published admission criteria and it is likely that a child's position on the list will move as other children are added or removed.

## **ADMISSION NUMBERS**

The Published Admission Number (PAN) for Priory School is 232 for each year group. This figure is the maximum number that Priory School can admit given the physical size of the school (as calculated using the Secretary of State's formula for assessing the size of a school) and the structure of the school curriculum. Parents have the right to state a preference for Priory School and the Governors are obliged to meet parents' wishes, unless to do so would be prejudicial to efficient education or the efficient use of resources. Where it is not possible to comply with a stated preference parents can request that the School Admission Appeal Panel consider the matter.

## **Prejudice to efficient education**

The Governors of Priory School have considered the implications of admitting more children to the year group than the published admission number. To admit an additional child in a large

school such as Priory, the Governors have to weigh up the advantage to the individual child against the disadvantage to existing children resulting from:

- Oversized teaching groups and therefore the quality of teaching and learning in the group overall. In certain subjects there are also health and safety implications.
- Undue pressure on the school's limited accommodation by enlarged class sizes

### **Prejudice to the efficient use of resources**

The Governors of Priory School have also considered the implications with regard to the resourcing of the school whereby to admit further students to Priory School will be prejudicial to the efficient use of resources:

- Where admission numbers have already reached the intake level where the school has been stated to
- Where the school has reached the capacity of accommodation available and other schools in the area have spare capacity

The arrangements for the admission of children to Priory School have been made in accordance with the requirements of legislation and therefore comply with the School Admissions Code December 2014.

### **Related Policies**

- Admissions Policy - Main round
- This page was last modified on 21 July 2020, at 13:15.

