



# **KINGS ASH ACADEMY**

## **ADMISSION POLICY**

**for admission in September 2017**

### **Introduction**

1. The admission authority for Kings Ash Academy is Bay Education Trust.
2. Bay Education Trust is a Multi-Academy Trust. Along with Kings Ash Academy there are two other academies within the Trust in Torbay: Curledge Street Academy and Paignton Community and Sports Academy.
3. The Admission Policies for all three schools is the responsibility of the Board of Directors of Bay Education Trust, though in practice the operation of the policies is delegated to the relevant Local Governing Body of each Academy.
4. The purpose of the policy is to ensure all places at each Academy are allocated and offered in an open and fair way.

### **Kings Ash Academy**

5. The Academy will admit up to 60 pupils in Year R. This is its Published Admission Number (PAN).
6. In line with the Schools Admission Code, the Academy will participate in the coordinated admissions scheme for Torbay LA and provide the LA with the information it needs to co-ordinate admissions by the dates agreed within the scheme. Key dates for admission to the Academy in

September 2018 are set out at the end of this policy.

7. If the Academy receives 60 or less applications to join year R in September 2018 it will admit all pupils.
8. In the event that more than 60 students apply it will operate the following Over-subscription Criteria

### **Over-subscription Criteria**

9. Children with a statement of Special Educational Needs which names the Academy on the Statement will have automatic entitlement to a place at the Academy.
  - I. Looked after children or children who were previously looked as defined in the current School Admissions Code.
  - II. Children living in the designated area who will have a sibling attending the academy at the time of application.
  - III. Other children living in the designated area.
  - IV. Children living outside the designated area who will have a sibling attending the academy at the time of application.
  - V. Children living outside the designated area.
10. Should it be necessary to further distinguish between applications within any of these categories, priority will be given to those living closest to the school. Measurements are taken by a straight line distance using the Council's electronic mapping system - the shorter the distance the higher the priority. Measurements will be taken from an internal point of the building concerned (usually the visual centre of the building). In the event that applicants cannot

be separated using the distance tie-breaker (i.e. they live identical distances from the school), the allocation of a place will be by lot.

11. Where applications are received from families with multiple birth siblings (twins, triplets, etc.) every effort will be made to allocate places at the same school, including offering place(s) above the Published Admission Number (PAN) wherever possible. Where applications are made at the same time for two children not falling within multiple birth siblings, (sometimes referred to as contemporaneous admissions) the application will not be considered under the 'sibling' criteria

12. The academy will provide all children admitted to the academy a full time place from September 2016. However, if parents believe their child is not ready to start full time education at that point they can:

a. request that the date their child is admitted to the academy is deferred until later in the academic year or until the term in which the child reaches compulsory school age (the table below will help you);

<b>Child Born</b>	<b>Normal Date of Admission</b>	<b>Deferred Admission</b>
1 <sup>st</sup> September – 31 <sup>st</sup> December	Autumn Term	Spring
1 <sup>st</sup> January – 31 <sup>st</sup> March	Autumn Term	Spring or Summer Term
1 <sup>st</sup> April – 31 <sup>st</sup> August	Autumn Term	Spring or Summer Term

and

- b. request that their child takes up the place part-time until the child reaches compulsory school age.

## **Definitions**

13. Siblings: children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.
14. Home address: address of the person with parental responsibility for the child and with whom the child lives for the majority of the week, on the closing date for applications. Where a child resides through shared custody, the address will be with the parent who would be eligible for child benefit.

## **The Academy's Admissions Panel**

15. The Academy's Admissions Panel will consist of the Headteacher, Deputy Headteacher, the designated Academy's Admissions Officer, plus 3 members of the Local Governing Body of the Academy. This Panel will be responsible for the allocation of places at the Academy and it is not possible for any individual member to allocate a place.

## **Appeals Process**

16. If an applicant is not satisfied with the final outcome of the application process, and there are exceptional circumstances supporting an application for a place, then an appeal may be made. Applicants have the right to appeal, which may be exercised at their discretion, in accordance with the procedure laid down in the TIPS 2 booklet, obtainable from Paignton Community and Sports Academy, Waterleat Road, Paignton TQ3 3WA or the

Torbay Independent Appeals Panel, c/o Governance Support Services, Torbay Council, Town Hall, Torquay TQ1 3DR, Tel: 01803 207013. Enquiries can also be made to Children's Services on 01803 208908.

17. The Appeals Panel, which is independent of the Academy: the LA will convene a meeting to determine the case. Parents are encouraged to attend this meeting. Parents cannot appeal again in the same academic year unless there have been significant and material changes in parents' circumstances and that if they feel there are such circumstances they need to make a fresh application. The Panel's decision is legally binding on the parents and the Academy.

### **In-year applications**

18. In year applications will be processed in accordance with Torbay Council's co-ordinated scheme for in year admissions.

### **LA's Policy on School Transport**

19. Free transport may be provided in certain circumstances. For details, see Torbay Council's web site: [www.torbay.gov.uk/schooltravelsupport](http://www.torbay.gov.uk/schooltravelsupport)

