



# Healing School

## Admissions Policy

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Date adopted by Governors	
Review Date	
Consultations/Training	SLT, Governors

## **Admission Policy Academic Year 2011-2012**

The Governing Body is the admission authority for Healing School, A Specialist Science and Foundation College.

### **The School Ethos**

We expect the highest standards for academic progress, behaviour and dress and maintain the traditional values of discipline, respect for each other and hard work. We ask all parents applying for a place here to respect this ethos and its importance to the school community.

### **PRIMARY TO SECONDARY ADMISSIONS**

1. The school's admission arrangements adhere to the North East Lincolnshire "Qualifying Co-ordinated Admissions Scheme for Secondary Schools. Applications will be made on the Common Application Form (CAF) provided and administered by the North East Lincolnshire's Local Authority.
2. The admission arrangements for the academic year 2011/12 are available from the North East Lincolnshire Council Website.
3. If the number of applications for places is within the published admission number set for the school, a place will be allocated to everyone who applies.

The planned admission limit (PAN) for 2011/12 is 170.

4. If the number of applications for places is higher than the published admission number, applications will be considered against the criteria set out below. The following factors, in priority order, will be used to decide which pupils will be given places.

(In addition, please note that priority will be given to those who have actually applied for places over those who fulfil any of the criteria but have not actually made an application).

- 4.1 Pupils with statements of Special Educational Needs where the school is named on the statement
- 4.2 Looked after children - children in public care
- 4.3 Living in the catchment area
- 4.4 Having brothers or sisters who are already at the school when your child is due to start there

- 4.5 Geographical. Priority will be given to those living nearest to the school (if there is more than one route, the distance measured is the shortest available safe route for pedestrians), from the front door of the child's home address (including flats) to the main entrance of the school, using the local authority's computerised measuring system. The admissions transfer letter will give you more information or you can contact the local authority's Schools Admissions Team, for more advice.

Criteria 4.5 is also used as a tie-breaker. Whenever two people have the same priority based on criteria 4.2 or 4.3, for example, then the child who lives closest to the school will be given the higher priority.

### **Waiting Lists**

If the school receives more applications for places than there are places available, a waiting list will operate. The position of children on the waiting list will be determined solely in accordance with the oversubscription criteria set out above.

### **Notes**

#### **1. Looked after children**

The definition of a 'looked after child' is a person under the age of 18 who is provided with accommodation by a local authority, acting in its social services capacity, for a continuous period of more than 24 hours, by agreement with the parents or in accordance with Section 22 of the Children's Act 1989. Children looked after under an agreed series of short term placements (respite care) are excluded.

#### **2. Children who have a statement of special educational needs where the school is named in part 4 of the statement**

Those children will have undergone a statutory assessment of their special educational needs, resulting in the issue of a statement. Where a school is named in part 4 of the statement, the school must admit the child.

#### **3. Rules for residence**

On 31 December of the year before your child is due to go to primary school, your child must be living in the school's catchment area. If you move to a school's catchment area after this date we will not consider your request until we have firm proof (documentary evidence) that you are about to move (for example, a solicitor's letter confirming that exchange of contracts has taken place). We have the right to investigate whether you live at the address you say you do and we may change any offer if incorrect information has been given.

#### **4. Rules for siblings**

Included in this factor are brothers or sisters, half brothers or sisters, adopted brothers or sisters, stepbrothers or sisters of the child of the parent/carer's partner living at the same address and who will be attending the school at the expected time of admission. In the event of two applications for one vacancy using the above criteria, the authority will apply a tie breaker decision based on geographical distance.

## **SECONDARY ADMISSIONS (CASUAL / IN-YEAR ADMMISSIONS)**

Admission to Year 7 after September, and to Years 8, 9, 10 and 11 at any time, is by application direct to the school. If the year group is full, parents/carers have the opportunity to be placed on the waiting list for that year.

## **APPEALS PROCEDURE**

You do have the opportunity to appeal against the decision not to admit your child for both Primary to Secondary and Casual / In Year Admissions. Please contact the school directly for advice or guidance or refer to the relevant appeals guidance available on the school's website, should you wish to pursue this option.

## **VISITING ARRANGEMENTS**

The school holds an Open Evening for prospective parents/carers and pupils, usually in June. The date for this is widely advertised in the media, and will be available on our website in September. Also in September there will be some opportunities to see the school at work during the day. Please contact the school office for further information.

## **MONITORING AND REVIEW**

The Governing Body will review this policy on an annual basis.

## **CONTACT DETAILS**

If you require any further advice or assistance, please contact the school.

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