



REDRUTH SCHOOL

Admissions Policy

2016/2017

The policy is to be reviewed annually

The name of the designated teacher is Mrs A Kettlewell

ADMISSIONS POLICY

Redruth School strictly adheres to Cornwall Council's Admissions Policy.

Oversubscription criteria for transfer to year 7 at a community secondary school

The following priority order will be used to decide which children should occupy any vacant places, after the admission of pupils with EHC plans where the school is named in the plan:

- 1. Children in care and children who were in care** but ceased to be so because they were adopted (or became subject to a child arrangement order or special guardianship order) immediately after being in care.
- 2. Children who live in the designated area** of the preferred school, 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 school by the beginning of the autumn term of the 2016/17 school year.
If there are more designated area children wanting places at a school 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.
- 3. Children with an unequivocal professional recommendation** from a doctor, school medical officer, educational psychologist or education welfare officer that non-placement at the preferred school would not be in the best interest of the child and that placement at the preferred school is essential. Such recommendations must be made in writing to Cornwall Council, Admissions and Transport, East 0, County Hall, Truro, TR1 3AY and must give full supporting reasons.
- 4. Children with siblings** who will still be attending the preferred school at the time of their admission.
- 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 the preferred secondary school.
- 6. All other children.**

Oversubscription criteria for years 8 to 11 in a community secondary school

NB: applications for year 11 that are for admission after January 2016 will be dealt with under the Fair Access Protocol)

The following priority order will be used to decide which children should occupy any vacant places, after the admission of pupils with EHC plans where the school is named in the statement:

Cornwall LA – Secondary Oversubscription Criteria 3

Determined 21 March 2013

- 1. Children in care and children who were in care** but ceased to be so because they were adopted (or became subject to a child arrangement order or special guardianship order) immediately after being in care.
- 2. Children who live in the designated area** of the preferred school, 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 school by the requested date of admission.

If there are more designated area children wanting places at a school 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.

3. **Children with an unequivocal professional recommendation** from a doctor, school medical officer, educational psychologist or education welfare officer that non-placement at the preferred school would not be in the best interest of the child and that placement at the preferred school is essential. Such recommendations must be made in writing to Cornwall Council, Admissions and Transport, East 0, County Hall, Truro, TR1 3AY and must give full supporting reasons.

4. **Children with siblings** who will still be attending the preferred school at the time of their admission.

5. **All other children.**

Admission to sixth form in a community secondary school

Most schools with sixth forms admit pupils from other schools as well as their own. For those children admitted to the school for the first time (i.e. those not transferring from year 11), there must be a published admission number for year 12. Separate entry requirements and oversubscription criteria are also necessary for year 12 admissions. Cornwall Council is the admission authority for community secondary schools, but has delegated the responsibility for the administration of admissions to those schools' sixth forms to the headteacher of each school, as long as they are not oversubscribed. Queries regarding sixth form admissions should be directed to the school in the first instance.

It is not necessary for children already in year 11 at a school to apply formally for places in year 12 at that school, but there will be minimum entry qualifications for access onto chosen courses. The same minimum entry qualifications will also apply to external applicants.

Where the number of eligible external applicants exceeds the places available then priority for admission will be determined according to the following oversubscription criteria:

Cornwall LA – Secondary Oversubscription Criteria 4

Determined 21 March 2013

1. **Children in care and children who were in care** but ceased to be so because they were adopted (or became subject to a child arrangement order or special guardianship order) immediately after being in care.

2. **Children who live in the designated area** of the preferred school, 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 school by the beginning of the 2016/2017 school year.

If there are more designated area children wanting places at a school 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.

3. **Children with an unequivocal professional recommendation** from a doctor, school medical officer, educational psychologist or education welfare officer that

non-placement at the preferred school would not be in the best interest of the child and that placement at the preferred school is essential. Such recommendations must be made in writing to Cornwall Council, Admissions and Transport, Camel Building, County Hall, Truro, TR1 3AY and must give full supporting reasons.

4. **Children with siblings** who will still be attending the preferred school at the time of their admission.

5. **All other children.**

Notes and definitions

Children in care

'Children in care' are also referred to as 'looked after children' and they are children who are in the care of the Local Authority.

Designated areas

Cornwall Council has divided the County into geographical areas. Each of these areas is served by a specific secondary school (or 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.

Maps are available for all designated areas online at www.cornwall.gov.uk/admissions, following the link 'What is my designated school?' or by calling the Admissions and Transport Team on 0300 1234 101 or emailing schooladmissions@cornwall.gov.uk. Please note, however, that these maps are, of necessity, small scale and if your property is near a border it is advisable to check your designated school with the Admissions and Transport Team. Larger scale maps are available for all designated areas on request.

Cornwall LA – Secondary Oversubscription Criteria 5

Determined 21 March 2013

Please note that the governing bodies of academies and free schools may no longer operate designated areas for priority for admission to their schools. However, Cornwall Council will continue to give free transport to eligible children on the basis of residence in the areas which were previously defined as the designated areas for these schools. Special arrangements apply in Penzance where it has been agreed that the two secondary schools in the town will be treated as if they have one designated area. These schools are Humphry Davy School and Mounts Bay Academy. This area is called a 'de-zoned area'. In this area neither of the two schools named will be designated specifically for your home address, but in the event of a 'tie-breaker' being necessary to decide on admissions, your child would have priority for the designated school nearest to your home address.

In addition, if you live in the designated area for Cusgarne Community Primary School, your child has an equal priority for admission to two secondary schools: Redruth School: a Technology College and Richard Lander School, Truro.

If you are planning to move into the designated area of a school, your application for a place for your child at that school 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.

Home address

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. However, parents should settle any dispute prior to submitting only one application to the LA for each child.

Siblings

'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. Children who are in years 11 or 12 of a school with a sixth form would not be treated as siblings unless this was supported by the headteacher of the secondary school in question. To qualify as a sibling a child must be on the roll of the school in question 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 places at the same school, which may mean allocating places above the Published Admission Number (PAN) where that is possible. However,

Cornwall LA – Secondary Oversubscription Criteria 6

Determined 21 March 2013

where this is not possible, parents will be invited to decide which of the children should be allocated the available place(s).

Tie-breakers

If any of the criteria outlined above leave more children with an equal claim than places available, the following tie-breakers will be used:

(i) Children living in the dezoned Penzance designated area whose parents wish them to attend Humphry Davy or Mounts Bay Academy

(a) Where two or more children fulfil the same criterion, priority will be given in the first instance to those children for whom the preferred school is the nearest designated school. Within this category, priority will be given to a child who would have to travel the furthest distance to the other designated school.

(b) Priority would then be given to those children for whom the preferred school is not the nearest designated school, with most priority being given to those children in this category who live nearer to the preferred school.

(ii) All other children

For children who do not come under (i) above, where two or more children fulfil the same criterion, priority will be given to the child who lives nearer to the preferred school.

(iii) Final tie-breaker

Should the tie-breakers above still leave children with an equal claim because distances are exactly the same, random allocation will be used to decide on priority. The LA's Random Allocation Protocol is available from the LA on request.

Distances

Home to school distances used for tie-breaking will be measured by a straight-line measurement as determined by CAPITA One (formerly known as Education Management System or EMS) and supported by the CSA's Geographical Information System (dataMap). Measurements will be between your home address using Ordnance Survey's Point Dataset (usually the centre of the main building of the property) and the main gate of the school (as determined by the CSA).

Distances used to determine nearest school with room (i.e. where it is not possible to offer a place at a preferred school) and for establishing transport entitlements will be measured by the nearest available route as determined by the CSA's Geographical Information System (dataMap).

Fair Access Protocol

All local authorities are required to have a Fair Access Protocol which applies to all schools, academies and free schools. This document sets out how the local authority and schools will ensure that, during the school year, any children without a school place can be offered a place at a suitable school as soon as possible, even if the school is full.

Cornwall LA – Secondary Oversubscription Criteria 7

Determined 21 March 2013

To find out more about the Protocol visit www.cornwall.gov.uk/admissions or contact the Admissions and Transport Team on 0300 1234 101.

Prepared by:

Access and Infrastructure Team

Schools, Achievement and SEN

Cornwall LA – Secondary Oversubscription Criteria 8

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