



Barnsley Academy

The best in everyone™

Part of United Learning

ADMISSIONS POLICY

September 2018 - 2019

POLICY SIGNED OFF DATE:	September 2018	September 2018
SIGNED OF BY:	Steve Dixon	Nigel Robson
ROLE:	Principal	Chair of Governors

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Introduction

- The Governing Body of Barnsley Academy has responsibility for admissions to the school and for this admissions policy.
- The Governing Body of Barnsley Academy has a duty to implement all requirements of the School Admissions Code 2014 placed on them as an admission authority.
- For consideration of all matters relating to the admission arrangements for Barnsley Academy the Governing Body have delegated consideration to the Principal and his Director for Admissions for recommendations to the Governing Body.
- The published admission number for Year 7 at Barnsley Academy is 180 pupils.

Admission to Barnsley Academy

Barnsley Academy will consider all applications for places in Year 7 following the Local Authority's coordinated admissions policy, available on the LA website... Where fewer than 180 applications are received, Barnsley Academy will offer places to all those who have applied.

Making an Application

Any parent wishing to apply to Barnsley Academy for a place for their child in year 7 in September must use the Online Admissions System or Common Application Form available from the Local Authority in which the applicant resides. Parent(s) may photocopy the form but an original signature is required. Parent(s) are advised to make a copy of the completed form for their own records.

Closing Date for Applications

The closing dates for applicants residing in other authorities should be checked with that authority. Applications should be submitted by the published closing date. Parent(s) applying after this date should attach a covering letter to explain why their application is late. Late applications may not be considered until after consideration has been given to those applicants received by the deadline.

Oversubscription Criteria

Where the number of applications for admission is greater than the published admissions number, applications will be considered for Year 7 against the criteria set out below.

Section 1 -Specific needs

After the admission of pupils with Statements of Special Educational Needs where Barnsley Academy is named on the Statement, the criteria will be applied in the order in which they are set out below:

- A. Looked after children and previously looked after (children who have been adopted or become subject to a residence or special guardianship order) as defined in the School Admissions Code 2014
- B. Children with specific medical needs, social needs and/or special needs where the application is supported by written specific professional advice as to why admission to Barnsley Academy is necessary

The significant specific need which parents may ask to be taken into account must:

- Relate directly to the student; and
- Be significant to the extent that it will or is likely to have an impact on the ability of the student to access the provision of education.
- Parent(s) wishing to make an application on the basis of this criterion must demonstrate that the Academy is uniquely suited to meet the need described in their application and that no other school can meet these needs.
- Applications made on the basis of this criterion must be accompanied by a report or letter from a relevant and appropriately qualified professional person. Such a person may be a doctor, social worker or educational psychologist. The Academy reserves the right to seek and take into account a second opinion from a suitable qualified professional person, such opinion to be gained at the expense of the Academy.
- Parent(s) are advised that they should provide full information with their application to enable it to be properly considered. It may not be possible for the Academy to consider late information.)

Section 2- Over Subscription Criteria continued – Other

- A. Siblings of pupils who will be attending Barnsley Academy on the date when the applicant would be admitted.

The term “sibling” means a full, step, half, adopted or fostered brother or sister, but not cousins. Barnsley Academy reserves the right to ask for proof of relationship.

- B. Children living nearest the academy.

The distance to be measured by a straight line between the centre point of the child's permanent place of residence and the STUDENT entrance to the school building".

Permanent' meaning "where he or she normally lives and sleeps and goes to school from". Where a child lives in two households the household where he or she spends the majority of weekday nights i.e. Sunday to Thursday nights.

Proof of address may be required such as the electoral register, utility bills and evidence of including the address to which any benefits or tax concessions are paid.

Where the offer of the remaining place in the relevant year group could be made for a number of eligible children resident equi-distant from the school the determination of the single offer will be by Random Allocation. This will be independently supervised take place on a date and at a time notified in advance to the participating parents.

Offer of Places

Parent(s) will be notified in writing on 1st March (or the next working day) of the outcome of their application by their home Local Authority. For those who are unsuccessful details will be given of their right of appeal, the deadline for appeal and the contact details for making an Appeal. Those who are accepted to the Academy will receive further information once they have been notified of their place and an invitation extended for student and parent(s) to meet with the Principal.

Exceptions

Applications may be refused where the child has been previously excluded permanently from two or more schools, in the preceding two Years, Parent(s) are asked to seek further information from the Principal if they believe their child falls into this category.

Applying for a Place at any other time

To apply for a place at Barnsley Academy during the school year, parent(s) can apply through Barnsley Local Education Authority. Applications outside the normal Year 7 admissions round will be considered following the criteria described above. Applications may be refused on the basis of previous challenging behaviours elsewhere even if the year group is not full.

Appeals

Any pupil refused the offer of a place at Barnsley Academy has the right of appeal to an Independent Appeal Panel; details will be set out in the letter refusing a place at the school.

False Information

Where the Governing Body has made the offer of a place on the basis of a fraudulent or intentionally misleading application which has effectively denied a place to a pupil with a stronger claim, the offer of a place will be withdrawn.

Waiting List

If in any year the Academy receives more applications for places than there are places available, the Academy will operate a waiting list until the end of term after the admission date. It is open to any parent to ask for his or her child's name to be placed on the waiting list following either an unsuccessful application or an unsuccessful appeal.

The child's position on the waiting list will be determined solely in accordance with the over subscription criterion set out above. Where places in the Academy become vacant, they will be allocated to children on the waiting list in accordance with the over subscription criterion.

Date of last central office review:	Sept 2018	Review Period:	1 year
Date of next central office review:	September 2018	Owner:	Sara Wildes SVP
Date of next school level review:	September 2019		
Type of policy:	United Learning Policy	Local Governing Body	Recommends school policy for Group Board approval
		Group Board:	Group Board approves United Learning Policy