

### **Admission Procedures – 2019/20**

All admissions to Outwood Academy Newbold are managed by the Local Authority, Derbyshire County Council (DCC). Full details of the Authority's policy on admissions are given in the 'Guide for Parents'. This is available in all schools and through the Department for Education.

At the Academy, 180 students will normally be admitted in the academic year beginning September 2019. This is the admission limit (AAL) set by the Academy after consultation with the Academy Council and Local Authority.

If the number of preferences received for the Academy does not exceed the admission limit, all preferences will be met. All applications received will be considered in the following order:

- All preferences received by the closing date
- All late preferences received will be considered after the above.

However, if there are more applications for admission than there are places available, preference will be given to children in the following order:

- a) Children who live in the catchment area and who, at the time of admission, have a Statement of Educational Need or an Education, Health and Care Plan (EHC), and/ or are in the care of the Social Services Department.
- b)
  - I. Children who live in the Academy's catchment area who have a sibling attending the Academy at the time of admission
  - II. Other children who live in the Academy's catchment area.
  - III. Children who have brothers or sisters on roll at the academy
  - IV. Children whose needs can, for specific reasons, (e.g. medical, social) be met only at the Academy
- c) Other children, with priority being given to those living nearest to the Academy.

In all categories, when decisions have to be made between children satisfying the same criteria, children living nearest to the Academy have priority. The Children's Services Department has a Geographic Information System (GIS) to measure the straight line distance. It is measured by a standard straight line distance calculated to within two metres. This measurement is taken from the postal address file, normally the house front door. For schools the grid reference is taken from the postal address file and will normally be the nearest gate or entrance for secondary schools.

Where a child resides with more than one parent/carer, the LA will take the address where the child lives the majority of the time during the school week as the main place of residence for determining the catchment area. Where both parents make a separate preference for admission, we will take the preference form from the parent where the child live predominantly.

Any new admission will be on a termly basis.

Information about the Admission Procedures and relevant application forms and guidance documents can be found at:

[www.derbyshire.gov.uk/education/schools/school\\_places/secondary\\_admissions/parents\\_guide](http://www.derbyshire.gov.uk/education/schools/school_places/secondary_admissions/parents_guide)

If you are applying for a school place and you live outside Derbyshire, then you will need to apply via your own Local Authority, who will then liaise with Derbyshire County Council. This is the case for normal applications for secondary school at the start of Year 7, as well as applications to change school at any other time.

Please see below a summary of what parents need to know:

- Parents have a legal right to express a preference for which school they want their child to attend. This is not the same as being able to choose, but means that if a parent expresses a preference for a particular school and there are places available then a place should be offered at that school. However, in law there is no automatic right to place a child in any particular school and it may not be possible to offer a place at a preferred school.
- If all school places are allocated and consequently the Local Authority informs you the school is full, then parents can still appeal against that decision to an independent appeals panel. The decision of the independent appeals panel is binding on the Local Authority, the school and parents.

Further advice about admission appeals can be found at:

[www.derbyshire.gov.uk/education/schools/school\\_places/secondary\\_admissions](http://www.derbyshire.gov.uk/education/schools/school_places/secondary_admissions)