

ADMISSIONS POLICY PART 2

Part Two – Frederick Gent School

This section of the Admissions Policy explains how the overarching Two Counties Trust Admissions policy applies in Frederick Gent School, including how admissions are prioritised.

1. Introduction to the school

Frederick Gent School aspires to be outstanding in all aspects and is committed to quality, care and success in all that it does. The school continually strives to improve and works hard to ensure that every student has a happy, successful and memorable time at the school. We are proud of our achievements and proud of our progress, and are confident that together as a school and wider community we will continue to set, and meet, the highest standards possible as we aim to make the difference that enables us to be outstanding.

Our vision at Frederick Gent School is to provide a quality teaching and learning experience, outstanding pastoral care and success for all. We do this within a well-ordered community drawn from all cultures and backgrounds, where we cultivate traditional values of respect, caring for each other and self-discipline, while celebrating our diverse talents, abilities and cultures. High standards of dress, behaviour and manners also sit alongside high levels of attendance and punctuality.

We want every student to have high aspirations, the ambition to achieve their best and the opportunity to play a full part in the life of the school. A broad and balanced education and a wide range of extra-curricular activities enable all our students to make rapid academic progress and grow into successful, caring and responsible young adults.

Ultimately, we want all our students to be personable and motivated to learn, with a keen appreciation of moral values, a lively sense of purpose and a justified pride in themselves.

2. Planned Admission Number

The Planned Admission Number (PAN) in this school is:	180
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3. Criteria for prioritising admissions in Frederick Gent School

The following criteria, in the order listed, will be used to allocate places if there are more applications than places available:

- a. Looked After children and children who were looked after but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
- b. Children living in the normal area (see note one) served by the school at the time of application and admission who have brothers or sisters (see note two) attending the school at the time of application and admission.
- c. Children living in the normal area (see note one) served by the school at the time of application and admission.
- d. Children not living in the normal area (see note one) served by the school but who have brothers or sisters (see note two) attending the school at the time of application and admission.
- e. Other children whose parents have requested a place.

Children with Education, Health and Care Plans (EHCP) have a different admission process. If a child has an EHCP or parents are in the assessment process, it is important to have a discussion with the Headteacher about what to do next. There is more information in Part 1 of this policy.

In the event that there are more applications than places available, Frederick Gent School may need to ask for proof of the following when applying the criteria for prioritising admissions:

- Address
- Child's date of birth
- Copy of an adoption order, residence order or special guardianship order and a letter from the Local Authority that last looked after the child confirming that (s)he was looked after immediately prior to that order being made.

4. Significant Change of Circumstances

If a change of circumstances takes place after the closing date for applications but before all places have been allocated, then the change of circumstances will be taken into account within the allocation process.

If a change of circumstances takes place after all places at the school have been allocated the application will be added to the waiting list in a position which reflects the published priority criteria.

5. Appeals

When an application for a place at this school is unsuccessful, information about appealing the decision can be found here:

<https://www.derbyshire.gov.uk/education/schools/school-places/appeals/appeals.aspx>

6. Definitions

Looked After Children

The School Admissions Code 2014 states that a looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions in accordance with section 22(1) of the Children Act 1989 at the time of making an application to a school.

Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).

This includes children who were adopted under the Adoption Act 1976 and children who were adopted under section 46 of the Adoption and Children Act 2002. Child arrangements orders are defined in section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Parent

Section 576 of the Education Act 1996 defines 'parent' to include; all natural parents, whether they are married or not; and any person who, although not a natural parent, has parental responsibility for a child or young person; and any person who, although not a natural parent, has care of a child or a young person. Having parental responsibility means assuming all the rights, duties, powers, responsibilities and authority that a parent of a child has by law. People other than a child's natural parent can acquire parental responsibility.

Catchment Area Details for the local authority where you reside are detailed in the below links or by visiting the residing authority websites.

www.derbyshire.gov.uk/education/schools/school-places/secondary-admissions/parents-guide/how-to-apply/find-your-nearest-school/find-your-nearest-school.aspx

Distance

In the event of over-subscription within any criterion, preference will be given to children who live nearest. Distance will be measured using the residing Local Authority distance calculation software.

Derbyshire:

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.

<https://www.derbyshire.gov.uk/site-elements/documents/pdf/education/schools/school-places/admissions/2021-2022/oversubscription-criteria-for-community-and-controlled-schools.pdf>

7. Note One/Note Two

Note one

'Living in the normal area' is defined as the child having settled full-time residence in a property which is the child's only or main residence. Documentary evidence including proof of actual permanent residency at the property concerned may be required for example council tax or utility bills, sale or rental agreements.

We reserve the right to withdraw any offer of a school place which has been obtained as a result of misleading or fraudulent information.

Please note a place cannot be guaranteed for any child, even those living in a school's normal area.

Note two

The term brother or sister includes:

- (a) a half brother and/or a half sister
- (b) a legally adopted child being regarded as a brother or sister
- (c) a step-brother and/or step-sister residing in the same family unit

8. Linked Primary

Glebe Junior School
Kirkstead Junior School

Document management

Review cycle:	Every year
Next review due:	September 2020
Policy owner	Governance & Compliance Officer