

# The Thomas Aveling School

**Policy No: 02**

## **POLICY FOR ADMISSION OF PUPILS**

**FOR ADMISSIONS FROM SEPTEMBER 2011**

The Thomas Aveling School is an 11-18 co-educational non-selective school. We are a Specialist Technology College but do not have any requirement for aptitude from prospective students.

The main principle of admission to The Thomas Aveling School is to maintain the character of the school as a co-educational non-selective school, providing for the needs of young persons within the 11-18 age range.

We have strong curriculum links with our neighbouring primary school, The Warren Wood School, strengthened in October 2009 by the formation of a hard federation between the two schools.

There is no guarantee of a place for any child meeting our over-subscription criteria.

Admission to our school is not dependent upon any 'voluntary' contribution.

The school participates in the Local Authority co-ordinated scheme and all deadlines within that should be adhered to by applicants.

As required by the Regulations of 2005 the school will give top priority in their over-subscription criteria to applications on behalf of children in public care (Children in Care).

Home Address: Proof of residence will be required by the co-ordinated scheme. The offer of a place may be withdrawn if proof of residency is not met.

Where a child lives part of the week with one parent and part with another member of the family, the 'home address' will be considered to be the residence where the child spends at least three nights of the school week each week.

#### Procedure for admission into Year 7

Detailed information and guidance will be published in the Medway LA booklet: *Admission to Secondary School: A Guide for Parents*. Applications should be made using the Medway common application form (CAF).

Pupils will be admitted without reference to ability or aptitude. The age of admission is 11 years. The Planned Admission Number (PAN) for the year commencing September 2011 will be 180.

The Governors will establish and publish arrangements for appeals against non-admission, including an independent statutory Appeals Panel.

Places are first offered to children with a statement of special educational needs where, following consultation with the Local Authority that the child's individual needs can be met, the school is named.

### Over-subscription Criteria

Where applications for admission received via the Medway co-ordinated admission scheme exceed the number of places available, the following criteria will be applied, in the order set out below to decide which children to admit:

- a) Children in public care.
- b) Current Family Association, i.e. an older sibling who is on the roll of the school when the application is made, living in the same household, who must still be attending at the point of entry in September 2011.

‘Sibling’ means an older brother or sister, step brother or sister, foster brother or sister, or those who live as brother or sister in the same house. In all cases, children must reside in the same household.

- c) Nearness of children’s homes

The Governors of The Thomas Aveling School have adopted Medway Council’s criteria for measuring the nearness of children’s homes to the school when allocating school places. Distance will be measured by the shortest available safe walking route between home and the school, as measured by Medway Council’s Geographical Information System.

### Procedure for Admissions into Years 8 – 11, and Year 7 after 1<sup>st</sup> September 2011

All applications for admissions for pupils in years 8 – 11, and for Year 7 received after 1<sup>st</sup> September, will be referred to Medway LA Admissions office and dealt with according to the Medway co-ordinated admission scheme. All applications will be considered, and decisions made, by the Admissions Authority of The Thomas Aveling School. A vacancy will be deemed to have arisen if the number of children on roll in the Year Group is less than the published admission number (PAN) for that year, (or is less than the higher number the school was required to admit up to that year by a Statutory Appeal Panel).

### Procedure for Admissions into Year 12

In addition to students applying for sixth form places from Year 11, up to 30 students may be admitted for the first time up to the Planned Admission Number (180). Students will be admitted on the following basis:

- a) Advanced Level Courses: The minimum entry requirement of 5 GCSE grades A\*-C (or the equivalent) is met. Offers of places will remain conditional until actual results are verified. Course entry requirements for specific advanced courses are published in the Sixth Form Prospectus. Entry for consortium courses may be subject to different criteria.

- b) Intermediate Level Courses: The minimum entry requirement of 5 GCSE grades A\* -E (or the equivalent) is met.

### Over-subscription Criteria

The over-subscription criteria for pupils in Year 7 will also be applied for Year 12 students.

Admissions are subject to a vacancy existing on the course for which the student is applying.

### Waiting Lists

No waiting lists will be held for Years 7-13. In respect of Rising Year 7, as set out in the co-ordinated scheme, the LA will be responsible for holding a waiting list for parents who request their child's name to be added. This waiting list will operate for at least one term in the academic year of admission and will be ranked in the same order as the published oversubscription criteria

### Appeals:

If you are not offered a place at our school, you have the right to appeal to an independent panel. Appeal papers will be forwarded on request to all those parents who were offered a school lower on their preference list than The Thomas Aveling School. Please ensure that these are returned to the Clerk to the Appeal Panel at the school. The closing date on the appeal application form must be adhered to.