



# DETERMINED ADMISSIONS

SEPTEMBER 2025

A **Beyond** ACADEMY  
SCHOOLS TRUST

## **Arrangements**

Following a determination by the Office of the Schools Adjudicator, The Thomas Aveling School has adopted the following arrangements with respect to the admission of students to the school for the academic year 2025-2026:

Into Year 7  
Into Years 8-11 if there is a vacant place  
Into Year 12 at age 16

This policy aims to produce clear, objective and fair admissions arrangements and provide information and guidance to enable parental preferences to be met to the maximum extent possible.

The school will comply with all statutory provisions and will follow the guidance in the School Admissions Code set out under Section 84 of the Schools Standards Framework Act (SSFA) 1998 and the most recently updated guidance in the School Admissions Regulations for the appropriate next intake.

The Governors will recognise their statutory duties under the Equality Act 2010 to prevent discrimination.

Children with disabilities will not be treated less fairly than other children.

The Thomas Aveling School is an 11-18 co-educational non-selective school that gained Academy status from 1<sup>st</sup> September 2011. We are a specialist Technology College but do not have any requirement for aptitude from prospective students. The Thomas Aveling School merged with The Fort Pitt Grammar School Academies Trust on 1<sup>st</sup> September 2015 but continues to maintain its own Admissions Policy.

The main aims 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 schools.

There is no guarantee of a place for any child meeting our oversubscription criteria.

Admission to the school is not dependent upon any 'voluntary' contribution. School visits and activities for which parental contribution is required are not compulsory. Further information regarding voluntary contributions is set out in the school's Charging & Remissions Policy.

The Governing Body aims to ensure that no family feels unable to apply for admission on account of high uniform cost. School uniform details are available on the school website.

Home to school transport details can be obtained from the Local Authority and parents' attention is drawn to the Education Act 2006 which gives further information on eligibility for free home-to-school transport.



## Procedure for admission into Year 7

The school participates in the Local Authority Co-ordinated scheme and all deadlines within that should be adhered to by applicants. Medway resident parents/carers can apply for their child's school place either online at [www.medway.gov.uk/onlineadmissions](http://www.medway.gov.uk/onlineadmissions) or using a paper application form (SCAF), which can be collected from Medway Council's office at Gun Wharf, Dock Road, Chatham, ME4 4TR. **The Council can only accept one application for each child. Only one of the above methods can be used, not both.**

A Digital Information Guide (composite prospectus) of all Medway secondary schools and academies along with details how the admissions process works is readily available on the Medway Council website to read/download/print and hardcopies of which will be available upon request for collection from Medway Council's offices at Gun Wharf (see above address).

The planned admission number (PAN) for The Thomas Aveling School for the academic year commencing September 2025 will be 190. Offers of places will be posted to parents/carers by the Local Authority, on behalf of the Trustees. Places will be offered first to children with Educational Health and Care Plans (EHCP) in which The Thomas Aveling School is named.

Special educational needs children without Statements will be treated as fairly as other applicants.

It is the Governors' intention that extended activities with educational benefit and supported study after school will be available to students from all families, regardless of income.

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.

Students will be admitted without reference to ability of aptitude.

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



## Oversubscription Criteria

Where applications for admission received via the Medway Co-ordinated 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) Looked After Children/Previously Looked After Children <sup>1</sup>  
*<sup>1</sup> As defined in the School Admissions Code paragraph 1.7 and the Medway Co-ordinated Admission Scheme*  
*<sup>1</sup> "All schools must have oversubscription criteria for each 'relevant age group' and the highest priority must be given, unless otherwise provided in this Code, to looked after children and all previously looked after children. 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). Further references to previously looked after children in this Code means such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after. Oversubscription criteria must then be applied to all other applicants in the order set out in the arrangements."*
- b) Current Family Association, ie an older sibling<sup>2</sup> who is on the roll of the school when the application is made, living in the same household, and who must still be attending at the point of entry.  
*<sup>2</sup> '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) Residence within an access area<sup>3</sup>  
*<sup>3</sup>As defined in the Medway Local Authority 'Admission to Secondary School' booklet and as published on the school website*
- d) Nearness of children's homes<sup>4</sup>  
*<sup>4</sup> 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 places. Distance\* will be measured by the shortest available safe walking route between home and school, as measured by Medway Council's Geographical Information System and as defined in the Medway Local Authority 'Admission to Secondary School' booklet.*

## Please note for children of multiple birth

In the event of a school being oversubscribed where the parent/carer for the final qualifying place(s) available is the parent/carer of twins, triplets or other multiple birth, the school will give multiple birth applications a higher priority for a place than other applications with the exception of children in public care. Parents/carers/carers must tick the appropriate box on the application to indicate the children are of multiple birth.

## Tiebreaker

In the unlikely event that two or more children in all other ways have equal eligibility for the last available place at the school, the names will be issued a number and drawn randomly to decide which child should be given the place.



## **Procedure for Admissions into Years 8-11, and Year 7 after the normal September admissions round**

All applications for admissions for students in Years 8-11, and for Year 7 received after the normal September admissions round must be made direct to the school.

Parents will be informed of their right to appeal against the refusal of a place. The Local Authority will, on request, provide parents with information about places available in all schools within its area.

All applications will be considered by the Admissions Authority of the Thomas Aveling School.

## **Oversubscription Criteria for Year 8-11 and Year 7 after the normal September admissions round**

- a) Looked After Children/Previously Looked After Children <sup>1</sup>  
*<sup>1</sup> As defined in the School Admissions Code paragraph 1.7 and the Medway Co-ordinated Admission Scheme*  
*<sup>1</sup> "All schools must have oversubscription criteria for each 'relevant age group' and the highest priority must be given, unless otherwise provided in this Code, to looked after children and all previously looked after children. 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). Further references to previously looked after children in this Code means such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after. Oversubscription criteria must then be applied to all other applicants in the order set out in the arrangements."*
- b) Those with siblings on roll at the time of application, living in the same household.  
*(Sibling' means children who live as brother/sister in the same house and includes natural siblings, adopted siblings, foster siblings and step siblings. Extended family, for example cousins living in the same house do not qualify as siblings).*
- c) Residence within an access area<sup>3</sup>  
*<sup>3</sup>As defined in the Medway Local Authority 'Admission to Secondary School' booklet and as published on the school website*
- d) Nearness of children's homes<sup>4</sup>  
*<sup>4</sup> 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 places. Distance\* will be measured by the shortest available safe walking route between home and school, as measured by Medway Council's Geographical Information System*



## **Procedure for Admissions into Year 12**

The Published Admission Number (PAN) for students joining the School for the first time at age 16+ (or into Year 12) is 30. This figure may be exceeded in the event that the number of existing students in Year 11 transferring into Year 12 is fewer than 150. The total number of students in Year 12 should not be more than 180.

The admission criteria for Y12 courses is as follows:

Advanced Level Courses: That the minimum entry requirements of 5 GCSE Grades 9-4 (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.

Note: Looked After Children and previously Looked After Children have priority of admission to the Sixth Form.

## **Oversubscription Criteria**

The oversubscription criteria for students 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).

Where there is a tie break situation (eg students living the same distance\* away from the school), the place will be offered by random selection, conducted by an independent authority.

## **Waiting Lists**

In respect of Rising Year 7, as set out in the co-ordinated scheme, the Local Authority will be responsible for holding a waiting list for parents who request their child's name to be added. This waiting list will operate until 31<sup>st</sup> December following the September admission date and will be ranked in the same order as the published oversubscription criteria.

In respect of Year 12 students we will hold a waiting list for parents who request their child's name to be added. This waiting list will operate until 31<sup>st</sup> December following the September admission date and will be ranked in the same order as the published oversubscription criteria.

No waiting lists will be held by the school for Year 7 from 1<sup>st</sup> January of their admission year, Years 8-11 or Year 13 .

## **Appeals**

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

## **Late Applications**

Will be handled as detailed in the Medway Co-ordinated Admission Scheme.



## Definitions and notes

### **Distance\***

All distances and routes calculated are the purposes of prioritizing the application for admissions only and there is no expectation that a child should use this to walk to school.

Distances and routes calculated will represent the shortest route to school from the child's home address using roads and paths that are known to the graphical information software (GIS) utilised by School Admissions and Transport.

### **The Start Point**

The centre point of the nearest road or footpath known to the GIS system to the seed point of the child's home (as defined by Ordnance Survey).

This may not always be the postal address road, in circumstances where an alternative road or footpath is actually nearer to the seed point of the property.

### **The End Point**

This will be either a pre-defined point within the school site or the centre point of the road adjacent the school site.

The same end point is used for all distance calculations to the school concerned.

### **Routes/Footpaths**

The distance calculated is the shortest available route known to the Medway GIS (using the centre point of the streets and other available routes).

Not all footpaths, cut-throughs, shortcuts and new roads are known to the GIS system. Where a route is not known to the GIS system an alternative route will be used.

- Where a child's home is situated on a new road the distance calculation will begin from the nearest available known road plotted in the GIS. New property developments may be subject to this

