

# **Pegasus Academy**

## **ADMISSIONS POLICY**

**Date of policy:** September 2019/20

**Member of staff responsible:** Principal

**Review date:** July 2019

**March 2018**

## **Policy and Numbers**

Students will be admitted at age 11 without reference to ability or aptitude. There are no charges relating to the admission of students to Pegasus Academy. The number of intended admissions for the academic year commencing 1<sup>st</sup> September 2019 will be 146 which will be the Published Admissions Number (PAN).

## **Over-subscription**

Where applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit.

1. Children who are currently Looked After or children who were previously Looked After but immediately after being Looked After became subject to an adoption, residence, or special guardianship order. See notes below.
2. Children with a “serious and ongoing medical condition” where Holly Hall is the most appropriate setting to meet the condition. Parents must provide supportive information from the child’s Hospital Consultant at the time of application. Applicants should also indicate why Holly Hall is the most appropriate setting to meet their medical need. The Academy will not seek to obtain medical evidence on behalf of parents.
3. Children with a brother or sister, half brother/sister (where the children share one common parent), or step brother/step sister living at the same home address and who will still be attending Holly Hall in September 2019. The definition of brother or sister also relates to adopted or fostered children living at the same home address
4. Proximity of the child's home to the Academy, with those living nearer being accorded the higher priority. The distance measured will be by straight line measurement in metres from the home address to the main entrance to the Academy

## **Notes**

Relevant looked after children means children who are looked after by a local authority in accordance with section 22 (1) of the Children Act 1989 and who is (a) in care of a Local Authority, or (b) being provided with accommodation by a Local Authority in the exercise of their social services functions (see definition in Section 22 (1) of the Children Act 1989) at the time of making an application to a school. This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under Adoption and Children Act 2002 (see section 46 adoption orders).

Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by s.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).

In accordance with legislation, a child with a Statutory Statement of Special Educational Needs or Education, Health and care (EHC) Plans will be offered a place at Holly Hall if Holly Hall is the Academy named in the Statement as the most appropriate to meet the child's individual needs. This may reduce the amount of places available for children who do not have a Statutory Statement of Special Educational Needs.

The home address is considered to be the child's principal place of residence, the address where the child lives for the majority of the Academy week (i.e. 3 out of the 5 Academy's days available).

Special conditions will apply in the event that one child from a set of twins or triplets does not gain admission to Holly Hall through the admissions criteria. If necessary, Holly Hall will exceed its published admission number in order to prevent the separation of twins or triplets.

In the event that we are unable to distinguish between applicants for the final available place, such as in the case of children who live in the same block of flats, then the final place will be randomly selected by drawing lots.

Appeals regarding admissions are made in writing to the Independent Admissions Appeals Panel via the Clerk to the Governing Body.

### **Late Applications**

Applications received after the closing date (31<sup>st</sup> October 2018) will only be considered after applications that were received within the deadline have been dealt with.

There will, however, be exceptional circumstances in which a late application will be considered alongside those applications that were made within the deadline. Where the exceptional circumstances are such that the parent/carer could not have reasonably submitted the application within the deadline the applicant will be considered alongside all other applicants.

In each circumstance, supportive documentary evidence must be provided by the parent/carer at the time of application.

Unsuccessful late applicants will be added to the waiting list in accordance with the admissions criteria.

## **Waiting Lists**

If the Academy is oversubscribed and children have been refused admission because other children have a higher priority for admission under the published admission criteria, then those applicants who are unsuccessful can ask to be placed on a waiting list.

Children on the waiting list will be ranked in accordance with the Academy's published admissions criteria and the list will operate from the point of allocation of places until 31<sup>st</sup> August 2020. After 31<sup>st</sup> August 2020 the waiting list will no longer be in operation.

Inclusion on the Academy's waiting list does not mean that a place will eventually become available.

A child's position on the waiting list is not fixed and is subject to change during the period of operation i.e. they can go up or down the list.

Places that become available between the point of allocation and 31<sup>st</sup> August 2020 will be offered to children according to their ranking on this list i.e. those ranked highest will be offered first.

## **How to Apply for a Place at Holly Hall for Year 7 in September 2019**

Parents must complete the application form which is provided by your home Local Authority.

The timetable for the processing of admissions applications will follow the same timetable as the Dudley Local Authority Admissions Service which will apply this policy on behalf of the Governors of Pegasus Academy.

*Note: These arrangements refer to the Academy year commencing 1<sup>st</sup> September 2018. Whilst the information contained herein is correct at the time of publication, it should not be assumed that there will be no change in the arrangements or matters described before 1<sup>st</sup> September 2018 or in relation to subsequent Academy years.*

## **Admission of Children Outside Their Normal Age Group**

Parents/Carers may seek a place for their child outside their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health.

In such cases, parents/carers should make a written application to the Academy. Each application will be considered individually on the basis of the circumstances of each case and in the best interests of the child concerned.

Once a decision has been made, parents/carers will be informed in writing setting out the reasons for the decision.

## **Other Relevant Policies**

This policy should be read in conjunction with the Academy's Equality Policy.