



Biddick Academy

<i>Name of Policy</i>	Admissions
<i>Aims of Policy</i>	This policy aims to: <ul style="list-style-type: none">• Explain how to apply for a place at the school• Sets out the school's arrangements for allocating places to pupils who apply• Explain how to appeal against a decision not to offer your child a place
<i>Date Valid</i>	May 2024 -May 2025
<i>Date of Approval</i>	May 2024-Headteacher May 2024 – Full Trust Board
<i>Next Review and Approval</i>	May 2025
<i>Responsibility for Review</i>	Senior Deputy Headteacher

1. Aims

This policy aims to:

- Explain **how to apply** for a place at the school
- Set out the school's **arrangements for allocating places to the pupils** who apply
- Explain **how to appeal** against a decision not to offer your child a place

2. Legislation and statutory requirements

This policy is based on the following advice from the Department for Education (DfE):

- School Admissions Code
- School Admission Appeals Code

As an academy, the school is required by its funding agreement to comply with these codes, and with the law relating to admissions as set out in the School Standards and Framework Act 1998.

3. Definitions

The **normal admissions round** is the period during which parents can apply for state-funded school places at the school's normal point of entry, using the common application form provided by their home local authority.

Looked after children are children who, at the time of making an application to a school, are: In the care of a local authority, or

Being provided with accommodation by a local authority in exercise of its social services functions

Previously looked after children are children who were looked after, but ceased to be so because they: Were adopted under the Adoption Act 1976 or the Adoption and Children Act 2002, or

Became subject to a child arrangements order, or Became subject to a special guardianship order.

This includes children who appear to have been in state care outside of England and have ceased to be in state care due to being adopted.

4. How to apply

For applications in the normal admissions round you should use the application form provided by your home local authority (regardless of which local authority the schools are in). You can use this form to express your preference for a minimum of 3 state-funded schools, in rank order.

You will receive an offer for a school place directly from your local authority.

5. Allocation of places

5.1 Admission number

The school has an agreed admission number of 224 pupils for entry in Year 7 for September 2022, 2023 and 2024.

5.2 Oversubscription criteria

All children whose statement of special educational needs (SEN) or education, health and care (EHC) plan names the school, will be admitted before any other places are allocated.

If the school is not oversubscribed, all applicants will be offered a place.

In the event that the school receives more applications than the number of places it has available, places will be given to those children who meet any of the criteria set out below in order until all places are filled.

Oversubscription criteria must not disadvantage pupils from a particular social or racial group, or children with special education needs (SEN) or a disability

A 'Looked-after' child who was previously looked after but immediately after being looked after became subject to an adoption, residency/child arrangement or special guardianship order – a child that is looked- after' by a Local Authority in accordance with Section 22(1) of the Children's Act 1989 and a child who was looked after, but ceased to be so, because of adoption (or become subject to a child arrangements order, residence order or special guardianship order) and a 'Looked-after' child who appears to the Admission Authority to have been in state care outside of England and ceased to be in state care as result of being adopted – a child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society

Attendance in Key Stage 2 (age 7-10+) at a designated cluster junior or primary school

- (a) Biddick Primary School
- (b) JFK Primary Academy
- (c) Fatfield Primary Inspire Academy
- (d) Barnwell Primary Academy
- (e) New Penshaw Primary Inspire Academy
- (f) Rickleton Primary School

A sibling link - an older brother/sister or older child (including adoptive, foster or step-children) that shares the same parent/carer and lives at the same address, who will still be attending Biddick Academy at the time of admission.

Exceptional medical or social need.

Parents/carers must submit a supporting medical or psychological report, prepared by a professional. This report should explain why only this Academy can meet your child's medical or psychological needs. Common childhood medical conditions such as asthma or giving a child's nervousness at starting new school as a psychological reason for choosing a particular school/academy are unlikely to be accepted as exceptional. If you intend to use this criterion when expressing a preference, please contact the School Admissions Team before completing the application form. (Eligibility under this category will be considered by a meeting of Senior LA Officers).

Pupils for whom preferences are expressed on grounds other than those outlined above.

Within each of the above, places will be offered on the basis of distance from the centre of the home address to the main entrance of the Academy with priority being given to those living closest to the Academy. Distance is measured by the shortest safest walking distance, using a geographical information system (GIS).

At the first stage of allocations there will be no distinction between 1st, 2nd, 3rd etc. preference applications. Therefore, all applications will be considered equally against the admission criteria and at the same time.

In determining allocations, priority will be given to those applications where the parental preference is received by the published deadline date.

Where it is not possible to offer a place at the Academy, the child will be placed on a waiting list. The waiting list is sorted using the admission criteria and will be held until 31st December, after the children start Year 7 in September.

Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by writing to Sunderland Local Authority.

Sunderland Local Authority will be the Admission Authority for Biddick Academy. The Trust Board intends to admit up to 224 pupils to Year 7 in September 2022, 2023 and 2024.

Challenging behaviour

We will not refuse to admit a child on behavioural grounds in the normal admissions round or at any point in the normal year of entry. We may refuse admission in certain cases where the specific criteria listed in the School Admissions Code (paragraph 3.8) apply, i.e. where section 87 of the School Standards and Framework Act 1998 is engaged.

We may refuse admission for an in-year applicant for a year group that isn't the normal point of entry, only in such a case that we have good reason to believe that the child may display challenging behaviour that may adversely affect the provision we can offer. In this case, we will refer these pupils to the Fair Access Protocol. We will not refuse admission on these grounds to looked after children, previously looked after children and children with EHC plans listing the school.

Fair Access Protocol

We participate in Sunderland LA's Fair Access Protocol. This helps ensure that all children, including those who are unplaced and vulnerable, or having difficulty in securing a school place in-year, get access to a school place as quickly as possible.

6. In-year admissions

You can apply for a place for your child at any time outside of the normal admissions round. As is the case in the normal admissions round, all children whose statement of SEN or EHC plan names the school will be admitted.

Likewise, if there are spaces available in the year group you are applying for, your child will always be offered a place.

If there are no spaces available at the time of your application, you will need to fill out an application form and your child's name will be added to a waiting list for the relevant year group. When a space becomes available it will be filled by one of the pupils on the waiting list in accordance with the oversubscription criteria listed in section 5.2 of this policy. Priority will not be given to children on the basis that they have been on the waiting list the longest.

Applications for in-year admissions should be sent to the following address:

School Admissions Team, City Hall, Plater Way, Sunderland, SR1 3AA

Parents will be notified of the outcome of your in-year application in writing within 15 school days.

7: Unity Provision

Biddick Academy hosts a Local Authority maintained provision on site for 35 students with ASD and have an Educational Health Care Plan naming Biddick Academy Unity Provision. It is the Local Authority who allocate places within this provision and not the Academy Trust. The resources dedicated to the provision are not available to students within school.

8. Appeals

If your child's application for a place at the school is unsuccessful, you will be informed why admission was refused and given information about the process for hearing appeals. If you wish to appeal, you must set out the grounds for your appeal in writing and send it to the following address:

Clerk to the School Admission Appeals Panel
City Hall
Plater Way
Sunderland
SR1 3AA

9. Monitoring arrangements

This policy will be reviewed and approved by the Board of Trustees every year.

Whenever changes to admission arrangements are proposed (except where the change is an increase to the agreed admission number), the Trustee Board will publicly consult on these changes.