

## **Hillsview Academy Admissions Arrangements for School Year 2018-19.**

Academies Enterprise Trust is the Admissions Authority for the Academy.

These arrangements are established in accordance with Annex 1 of the Academy's Supplemental Funding Agreement.

### **Admission number**

Hillsview Academy has an agreed Published Admission Number (PAN) of 240 pupils for entry in Year 7. The Academy will accordingly admit at least 240 pupils in the relevant age group each year if sufficient applications are received. All applicants will be admitted if 240 or fewer apply.

### **Children with an Education, Health and Care Plan**

Any child with an Education, Health and Care Plan ("EHC") is required to be admitted. This gives such children overall priority for admission to the named academy. This is not an over-subscription criterion.

### **Looked After Children**

Any child that is Looked After or previously Looked After is required to be admitted to the Academy. This gives such children overall priority for admission to the named school. In the case of previously looked after children, admission authorities may request a copy of the adoption order, residence order or special guardianship order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.

### **Oversubscription criteria**

If the Academy is oversubscribed, after the admission of pupils an Education, Health and Care Plan ("EHC") where the school is named in the plan. Priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Children who are permanently resident in the admission zone defined for the school. For the purposes of determining whether a child lives within the admission zone, only the address at which the parent/guardian ordinarily resides and with whom the child normally lives will be taken into account.

If parents are separated and the child lives for periods of time with both parents, the address used will be of the parent who receives child benefit for the child. You may be asked to provide proof. Short term tenancies entered into with the prime objective of securing admission for a child at a particular school will not qualify as places of ordinary residence. Academies Enterprise Trust will take action should false information be submitted in order to secure a place at a particular school.

2. Children not living in the admission zone who have elder brothers or sisters attending the school in the 2016/2017 school year.

Brothers and sisters and step brothers and sisters will qualify under this criterion as long as they both live at the same permanent address and the elder sibling is still attending the preferred school in the 2016/2017 school year

3. Children not living within the admission zone who have exceptional social and/or

medical reasons for attending a particular school, professionally supported by an independent third party and sustained by the Authority's professional advisors.

Social reasons generally do not include domestic circumstances such as parents' working commitments, childcare arrangements, separation from friends. In the case of medical reasons, evidence would need to demonstrate the exceptional long-term nature of the condition. All mainstream schools are able to cater for a wide range of medical needs, which may be encountered by children.

You are strongly urged to provide independent third party information (e.g., from a professional person who knows or is involved with your child) in support of any exceptional long term medical or social reason why you think your child should be given special consideration for placement in a particular school. This written support must make clear why the preferred school is the **only** school, which could meet your child's needs.

The submission of independent information will not automatically guarantee a place under this criterion. However, the evidence will be carefully considered by the Admissions Authority as to whether or not your application falls into this category.

#### 4. Children living closest to the school

The distance from home to school will be measured by computer on a straight line basis using the number and postcode of the house and the postcode of the school.

#### **Tie breaker**

If it is necessary to distinguish between children within categories 1-3 places will be offered using the criteria listed above in priority order and determined by criteria 4 measurement on a straight line basis using the number and postcode of the house and the postcode of the school.

In the case of a tie break in category 4 the final allocation will be determined using the shortest walking route using the number and postcode of the house and the postcode of the school.

#### **Admission Outside of the Normal Age Group**

Parents may seek to apply for their child's admission to school outside of their normal age group, for example if the child is exceptionally gifted and talented or has experienced problems such as ill health. In addition, the parents of summer born children may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted outside of their normal age group to Reception rather than Year 1.

These parents will need to make an application alongside children applying at the normal age which should explain why it is in the child's best interest to be admitted outside of their normal age which may include information such as professional evidence as to why this is the case and why an exception should be made in the case of the child. A decision as to whether this is an appropriate course of action will be made by The Trust (AET) as the admissions authority, who will take into account the circumstances of the case and views of the Principal. Parents do not have the right to insist that their child is admitted to a particular year group.

#### **Sixth Form**

The Academy operates a sixth form for a total of 250 students. 125 places overall will be available in year 12 (the year 12 'capacity') for its own pupils progressing from year 11. It will not admit external applicants to its sixth form unless undersubscribed by its own pupils progressing from year 11 and in such circumstances it will apply the same academic entry requirements as it does to pupils already on roll in the Academy and, if a tie-break is necessary to determine who is admitted, it will apply the oversubscription criteria in the Oversubscription Criteria Section.

To determine eligibility for admission, the Academy will publish specific criteria in relation to minimum entrance requirements for Year 12 based on GCSE grades or other measures of prior attainment. The Academy will also publish academic entry requirements for each course available based upon GCSE grades or other measures of prior attainment. Children on the Academy roll are entitled to transfer to Year 12 if they meet the published standards of entry.

There will be a right of appeal to an Independent Appeals Panel for internal students refused transfer.

### **Operation of waiting lists**

Subject to any provisions regarding waiting lists in the coordinated admission scheme, the Academy will operate a waiting list. Where in any year the Academy receives more applications for places than there are places available, a waiting list will operate until the end of the first school term. This will be maintained by the Academy and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. Places from the waiting list will be offered in the priority order set out above, not in order of the date applications are made.

### **Appeals**

Academies Enterprise Trust as the Admission Authority delegates the responsibility for appeals back to the Academy/Local Authority. Parents who wish to appeal the decision of the admissions authority to refuse their child a place at your Academy may apply in writing to the Academy where appeals will be heard by an independent panel.

The Academy can be contacted at the following address:

Mr Doug Elliott, Principal  
Hillsview Academy  
Normanby Road  
Middlesbrough  
TS6 9AG

Tel: 01642 454577

Fax: 01642 463905

### **Definitions**

A **sibling** is defined as a child who has a brother, sister, adopted brother or sister or stepbrother or stepsister living in the same family unit in the same family household and address who attends the Academy in any year group excluding the final year. Biological siblings who attend the Academy in any year group excluding the final year will also be treated as siblings irrespective of place of residence. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

## **Brothers and Sisters**

Brothers and sisters include children with the same natural parents living at the same address children with the same natural parents living at different addresses (e.g. due to separation of natural parents) half- brothers/sisters living at the same address step – brothers/sisters living at the same address - children living as part of the same family unit with their parents/guardians at the same address.

## **Looked after child**

A 'looked after child' (1) or a child who was previously looked after but immediately after being looked after became subject to an adoption (2) child arrangements order (3) or special guardianship order (4).

- (1) 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 (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school.
- (2) This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 46 adoption orders).
- (3) Under the provisions of s.14 of the Children and Families Act 2014, which amend section 8 of the Children Act 1989, residence orders have now been replaced by child arrangements orders.
- (4) See Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

## **Adoption Order**

An adoption order is an order under Section 46 of the Adoption and Children Act 2002.

## **Residence Order**

A residence order is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989. 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).

## **Residence/resident**

Residence is defined as the normal family address where the child resides. The qualifications date is the closing date for applications under the co-ordinated admissions scheme (where families change normal address after the closing date but before the allocation process has finished this can be considered under the review procedure). Where parents live at separate addresses and have joint custody, the address used will be the one where the child spends the main part of the school week (i.e. Sunday night to Thursday night inclusive). Childcare arrangements involving relatives' addresses do not qualify as normal family addresses for this purpose unless there is a court Residence Order in place.