

School Admission Policy

1st March 2009

Community Secondary Schools

1. Statutory Framework

1.1 Oldham Council is the admission authority for all community and voluntary controlled schools in Oldham

1.2 The statutory requirements of the school admission legislation and related regulations are published in the School Admission Code 2009. The code details the mandatory requirements and refers to the statutory requirements (i.e. those imposed by primary or secondary legislation) with which all admission authorities must comply

1.3 The acts relevant to school admissions are:-

- Education Act 1996-EA1996
- School Standards and Framework Act 1998-SSFA1998
- Education Act 2002-EA2002
- Education Act 2005=EA2005
- Education and Inspections Act 2006-EIA2006
- Education and Skills Act 2008-ESA

1.4 The Regulations relevant to school admissions are:-

- The School Admission (Admission Arrangements) Regulations 2008
- The School Admissions (Co-ordination of Admission Arrangements) Regulations 2008.
- The Education (Admission Appeals Arrangements) Regulations 2008



2. Duty To Comply With Parental Requests

Section 86 of the School Standards & Framework Act 1998 states the following:

“Subsection 1) A local education authority shall make arrangements for enabling the parent of a child in the area of the authority;

to express a preference as to the school at which he wishes education to be provided for his child in the exercise of the authority’s functions; and to give reasons for his preference.

subsection 2) Subject to subsection (3), a local education authority and the governing body of a maintained school shall comply with any preference expressed in accordance with arrangements made under subsection (1).

subsection 3) The duty imposed by subsection (2) does not apply if compliance with the preference would prejudice the provision of efficient education or the efficient use of resources.”

3. Planned Admission Numbers

3.1 Admission numbers should reflect the maximum number of pupils that it is possible to educate efficiently in a school and should not be exceeded except by direction from the Independent Appeal Panel.

3.2 Planned admission numbers (PAN) must be set with regard to the net capacity assessment of the school premises.

3.3 The planned admission numbers for all community secondary schools covered by this policy are listed at appendix A.

4. Oversubscription criteria for community secondary schools.

4.1 The duty to comply with parental preferences requires that all applicants will be offered a place providing there are enough places in the school for everyone who applies

4.2 If the number of applications exceeds the admission number it will be necessary to determine which pupils can be offered a place by applying the following oversubscription criteria in priority order.

4.3 All schools are required by section 324 of the Education Act 1996 to admit to the school a child with a statement of special educational need that names the school. This is not an oversubscription criterion and all children with statements naming a school will be admitted before other children are offered place.



4.4 For all other applications the following criteria will be applied to prioritise children for admission to community secondary schools:-

Criterion 1.

Children in care are highly vulnerable children and will be given the highest priority for admission as required by part 3 of the Admission Arrangement Regulations.

Criterion 2

Those children who are considered to have exceptional medical or social reasons as to why they should attend a particular school. Parents will be required to submit evidence to support their application under this criterion (see note (a) below).

Criterion 3

Those children living within the geographical priority area of the school who will have a sibling (see note (b) below) attending the school when the younger child is admitted.

Criterion 4

Those children living within the geographical priority area of the school who will not have a sibling at the school, as defined at 3 above. Children will be prioritised In proximity order, with those living next nearest to the school being admitted first. Distance is measured in a straight line between the home postcode and the schools postcode, measured electronically by GIS software within the admission database using Post Office data and Ordnance Survey Data.

Criterion 5

Those children living outside the geographical priority area of the school who will have a sibling (see note (b) below) attending the school when the younger child is admitted.

Criterion 6

Those children living outside the geographical priority area of the school who will not have a sibling at the school as defined at 5 above. Children will be prioritised In proximity order, with those living next nearest to the school being admitted first. Distance is measured in a straight line between the home postcode and the schools postcode, measured electronically by GIS software within the admission database using Post Office data and Ordnance Survey.

Notes

(a) Exceptional reasons for priority over other applicants - Decisions must be consistent and based on objective evidence, which must be provided in writing by suitably qualified professional. Section 2.29 of the School Admission Code 2009 states clearly that admission authorities must not give higher priority to children under this criterion if the required documents have not been produced.



(b) Siblings - The LA accepts that in some family units (1 or 2 parents/carers and children), the children may not be natural brothers and/or sisters. Other children from the same family unit can be considered as a sibling link under this criterion provided that proof is available to demonstrate that the children are permanently resident at the same address and part of the same family unit.

(c) Tie breaker - Should it be necessary to distinguish between applicants with equal priority within any of the above criteria, the distance between home and school measured in a straight line between the home and school. Measurements are calculated using relevant postcodes by the associated GIS software, which refers to the Post Office database, Ordnance Survey Database.

5. Permanent Address

5.1 The only address the LA can consider is the address of the adult with whom the child is permanently resident. Where a child stays with another parent for part of the week, further enquiries may be made in order to determine where the child is permanently resident.

5.2 If a childminder, grandparents or another member of the family cares for the child on a daily basis at another address, the LA cannot consider this address for the purpose of its admission process to schools.

5.3 The LA will undertake any necessary investigations and an allocated place may be withdrawn if a false address is given or one where the child is not actually living when s/he is not at school.

6. Intention To Move House

An intention to change address cannot be considered by the LA until such a move has actually taken place and proof is available to substantiate the change of address. Proof of change of address will be accepted up until the latest reasonable date prior to the final allocation of school places on 1st March.

7. Unsuccessful Applications

7.1 On completion of the allocation of places at the 1st March there may be applications where none of the parents preferences have resulted in the offer of a school place. If it has not been possible to comply with any of the parents preferences the LA will identify all the schools with vacant places and allow parents to submit a further preference.

7.2 The LA has a responsibility to ensure that there is a school place available for all children resident within the borough. Should parents fail to secure a school place for their child the LA will offer a place at a school that has vacant places. If more than one school is identified the LA will determine the school to be offered by selecting the school closest to home.



8. Appeals

All parents have the right to appeal against the refusal of a school place by submitting an appeal to the Independent Appeal Panel. If parents wish to appeal they can do so by completing a School Admission Appeal Form and returning it to Legal and Democratic Services. A decision by an Admission Appeal Panel is binding on the LA, school governors and parents.



