



Sandown Bay Academy Admissions Arrangements for Academic Year 2017/18

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

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

Children with a statement of Special Educational Needs or an Education, Health and Care Plan

Any child with a statement of Special Educational Needs or 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.

Over-subscription Criteria

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

1. Children who are looked after and 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 residence order or special guardianship order);
2. Admission of students whose siblings currently attend the Academy and who will continue to do so on the date of admission. The term 'sibling' means a full, step, half,

adopted or fostered brother or sister, but not cousins. The Academy reserves the right to ask for proof of relationship;

3. Children who are eligible for Student Premium. This includes children who are eligible for free school meals, looked after children continuously for more than six months;
4. Children for whom a particular school is appropriate on exceptional medical grounds. Such applications will be considered under this criterion only if they are supported by an attached written statement from a doctor. This must demonstrate that there is a very specific connection between the child's medical need and the school requested;
5. Children who live the nearest distance from the Academy using straight line measurement from the main entrance of the Academy to the main entrance to the child's permanent home. The child's permanent address is where he or she normally lives and sleeps and from where they go to school. In the case of a multi-occupancy building such as flats where there may only be one address point, priority will be given to the applicant whose door number is the lowest numerically /or alphabetically. Proof of residence can be requested at any time throughout the admissions process. If false or misleading information is used to gain entry to the Academy, the offer of a place will be withdrawn and the application cancelled;
6. Students living outside the school's proximity area.

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.

Late applications

Application forms received after the closing date will be considered alongside those applicants who applied on time wherever possible. Where it is not practicable because places have already been allocated, or are shortly to be allocated, then late applications will be considered only after those applicants who applied by the published closing date.

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.

In Year Admissions

The Academy will co-ordinate their own in year admissions and an application made outside the normal admissions round (in-year admissions) should be made directly to the Academy. Parents/carers can apply for a place for their child at any time and to any school. On receipt of an in-year application, the school will notify the Local Authority of both the application and its outcome, to allow the Local Authority to keep up to date with figures on the availability of schools places within their authority.

Fair Access Protocols

The Academy works in accordance with the in-year Fair Access Protocols held by the Local Authority; should a vulnerable child within the protocols require a place at the Academy, they will take precedence over any child on the waiting list.

Tie breaker

If it is necessary to use a tie-breaker to distinguish between two or more applications, a distance criterion will be used. We will give priority to the applicants who live nearest to the school as measured by a straight line from the front door of the home of the applicant to the front door of the main reception of the school site that was on the original application for a place.

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:

Ms Claire Charlemagne, Principal
Sandown Bay Academy
The Fairway
Sandown
Isle of Wight
PO36 9JH

Tel: 01983 402142
Fax: 01983 404948

Post 16

Admission Number

Sandown Bay Academy has an agreed Published Admission Number (PAN) of 350 for entry into Years 12 and 13. The Academy will accordingly admit at least 350 pupils in the relevant age group each year if sufficient applications are received. All applications will be admitted if 350 or fewer apply.

Oversubscription Criteria

When there are more external applications that satisfy any academic entry requirements than the number of post 16 places available and after the admission of pupils with statements of Special Educational Needs where the Academy is named on the statement, the criteria will be applied in the order in which they are set out below:

1. Students who meet the entry requirement for Level 1, 2 or 3 courses as prescribed by the 6th Form Prospectus.
2. Children in public care.
3. Admission of pupils whose siblings currently live at the same address and attend the Academy and who will continue to do so on the date of admission. The Academy reserves the right to ask for proof of relationship.
4. Children from whom a particular school is appropriate on exceptional medical grounds. Such applications will be considered under this criterion only if they are supported by an attached written statement from a doctor. This must demonstrate that there is a very specific connection between the child's medical need and the school requested.
5. Students who are eligible for the Student Premium. This includes children who are eligible for free school meals, children who have been looked after continuously for more than six months and children from Service families.
6. Children who live the nearest distance from the Academy using straight line measurement (straight line distance and centre of buildings determined by the local authority GPS system) from the centre of the Academy to the centre of the building of the child's permanent home. The child's permanent address is where he or she normally lives and sleeps and from where they go to school. Proof of residence can be requested at any time throughout the admissions process. If false or misleading information is used to gain entry to the Academy, the offer of a place will be withdrawn and the application cancelled. If distances are equal lots will be drawn by an independent person to determine the allocation. If only one place at a school is available within the admissions number and there are twins in the family who have the next highest priority within the oversubscription criteria, we will offer places to both.

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.

Exceptional Medical and Social Grounds

Children who the academy accepts have an exceptional medical or social need for a place at one specific school. Applications will only be considered under this category if they are supported by a written statement from a doctor, social worker or other relevant independent professional. The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child. This includes children in need, as determined by Section 17(10) of the Children Act 1989.