



Inspiring excellence and success to transform the lives of our students, staff and local community

Admissions Policy 2017/ 18

APPROVED		
NEXT REVIEW DATE	November 2016	
SIGNED: HEADTEACHER		PRINT NAME I Frost
SIGNED: CHAIR OF GOVERNORS		PRINT NAME L Costello

MANAGEMENT RESPONSIBILITY	ASSISTANT HEAD – Ian Arkell
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Foreword

Gloucester Academy is committed to safeguarding and promoting the welfare of children and young people and as such expects all staff, governors, volunteers and visitors to share this commitment. The protection of our students from abuse is the responsibility of all staff within our school, superseding any other considerations.

The Academy is committed to providing all staff, students, visitors and members of the wider community using the sites with equality of opportunity regardless of their race, gender, disability or religion. All policies are screened for their impact on equality and issues are addressed if they arise. The Academy will provide special consideration on an individual basis if a student is considered to have a specific special need. Any parent or carer who feels that their child has such a need should contact the relevant pastoral leader in the first instance to explain their concerns.

The Admissions of Pupils to Gloucester Academy

Pupil Ability

Gloucester Academy will admit pupils at age 11 without reference to ability. Exceptionally able pupils will be considered for admission at 10+ if their application is fully supported by their Primary School's Headteacher.

Admission Number(s)

The Academy Trust has the following agreed admission numbers for the Academy for the year 2017:

- a) 210 for pupils in Year 7.
- b) Gloucester Academy has capacity for 200 pupils in the sixth form, with up to 100 places in year 12.

Consideration of Applications

The Academy Trust will consider all applications for places at Gloucester Academy. During the normal round of admissions, where fewer than the published admission number for that relevant year group are received, the Academy Trust will offer places at Gloucester Academy to all those who have applied.

Procedures where Gloucester Academy is oversubscribed

Where the number of applications for admission is greater than the published admission number, applications will be considered against the criteria set out below. After the admission of pupils with statements of Special Educational Needs where Gloucester Academy is named on the statement, the criteria will be applied in the order in which they are set out below:

- a) Children in public care, including children who have previously been 'looked after' and then immediately following, subject to an adoption, residence, or special guardianship order.
- b) Children for whom only the Academy is appropriate due to an exceptional medical condition. Applications under this criterion will only be considered if they are supported by a written statement from the child's doctor. This must demonstrate that there is a very specific connection between the medical need and the facilities or resources of the Academy.
- c) Children who have siblings (by which is meant full, step-, half- and adopted siblings living in the same household) at the school at the point of admission.
- d) Children of current members of staff where the member of staff has been

employed by the school for two or more years at the time at which the application for admission to the school is made.

- e) Admission of pupils on the basis of proximity to the school using straight line measurement from the determined point of the academy (the main reception entrance of the new Academy building) and the Ordnance Survey point of the child's home address (this will be the child's permanent residence. If their parents do not live together this will be the child's main residence, and if they spend equal time at two homes it will be the main residence as stated on the application form).

Where any particular category at points a-c above is oversubscribed, criterion e (strongest geographical claim based on straight line distance) will be used to determine which child is offered a place.

In the event of a tie between two or more children when applying criterion e (strongest geographical claim based on straight line distance) where there are not enough places available to offer all children a place at the school, a process of random allocation will be followed

Post 16 admission criteria

No minimum academic attainment is required for entry into the post-16 provision but pupils will need to satisfy minimum entrance requirements for the courses for which they are applying. The Academy Trust will publish these specific criteria in relation to the minimum entrance requirements. The same minimum academic attainment for particular courses will apply to students who have transferred from Year 11 of the Academy and to students who have been admitted from other schools.

The Academy will seek to admit 20 external applicants each year; although this number will reduce by 80% should applications from existing members of Gloucester Academy be sufficient to fill all available places. Should the number of places available for internal and external admissions be undersubscribed then all applicants meeting the minimum academic entry requirements will be admitted.

Places in the post-16 provision will be offered to existing Academy students first. If the Academy is oversubscribed by internal pupils, then the oversubscription criteria above will apply. Where the Academy is oversubscribed as a result of external candidates, the Academy will admit all external pupils with a statement of Special Educational Need naming the Academy and the oversubscription criteria above will be applied.

There will be a right of appeal to an Independent Appeals Panel for internal pupils refused transfer and external applicants refused admission.

Operation of waiting lists

Where in any year Gloucester Academy receives more applications for places than there are places available, a waiting list will operate until the end of the December term. This will be maintained by the Academy Trust 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.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria.

Fair Access Protocols

Gloucester Academy supports the In-Year Fair Access Protocols run by the Local Authority. Therefore, should a vulnerable child within these Protocols require a place at the school, they will take precedent over any child on the waiting list.

In Year Admissions

Any applications for Gloucester Academy made outside the normal application round must be made directly to the school. In accordance with its statutory duty, the Academy Trust will be responsible for offering school places to children for Gloucester Academy.

Arrangements for Admission of pupils as Gloucester Academy builds to its Full Capacity

Admission to Year groups as they progress through the school will be based upon the size of teaching groups already existing in Gloucester Academy, the capacity of the new Academy building and the efficient use of resources.

Whilst every admission will be judged on individual merits, Gloucester Academy will annually review and be guided by reasonable expectations and benchmarks of cohort 'profile' to enable efficient distribution and planning of current resources

Gloucester Academy will liaise with the Local Authority Admissions team to establish changes to the Admission Number as a year group moves through the school as is reasonable and in line with the changing circumstances of Gloucester Academy.

Appeal

There will be a right of appeal to an Independent Appeal Panel for unsuccessful applicants. Unsuccessful applicants will be advised of the reason admission was refused and advised of the right to appeal by setting out grounds in writing.