



Barton Hill
Academy
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Barton Hill Academy Admissions Arrangements for School Year 2020-21

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

Barton Hill Academy has an agreed Published Admission Number (PAN) of 90 for entry into Reception. The Academy will accordingly admit at least 90 pupils in the relevant age group each year if sufficient applications are received. All applications will be admitted if 90 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.

Over-subscription Criteria

1. Looked after children or children who were previously looked after.
2. Children who will have a sibling attending the school at the date of application.
3. Children who attend Barton Hill Nursery for a minimum of half a term at the date of application.
3. Other children.

Where there are more applications than places available in a particular category, those living closest to the school will have priority for any places available (i.e. the shorter the distance the higher the priority). Measurements are taken using the school's mapping system.

Definitions (for both current and future years)

Sibling: children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.

Home address: address of the person with parental responsibility for the child and with whom the child lives for 80% of the week, at the time of application. Where a child resides through shared custody, the address will be with the parent who receives/is eligible for child benefit.

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

These are defined as applications that have been received after the closing date, 15 January and before the first day of term in September 2019 and have not been considered in the initial round and not offered a place on the Allocation Day.

Late applicants are entitled to express three ranked preferences. They should do this on a common application form, which will be available electronically or on paper. A brochure will be available for parents to read giving information about the application process.

Admitting authorities will rank late applications as soon as practical and inform the LA. Decisions on late applications and requests for changes of preference received by the round 2 deadline of 3 May will be notified to parents on 17 May 2019 after admission authorities have confirmed that all the places that have been allocated have been accepted. Through liaison with the admitting authorities named on the application form the LA will ensure that the applicant has been allocated a school place but does not hold more than one offer. The place offered will be at the highest ranked school on the Common Application Form that can offer a place. Applications received after the second round will be processed as they are received, referred to admission authorities where appropriate and a place offered as soon as possible. All applications received after the initial deadline of 15 January and before the deadline for round 2 will be treated equally, along with any changes of preference following the allocation day. After that, applications will be prioritised in order of receipt. If a vacancy only arises after the day of receipt, all applications current on the date the vacancy arises will be ranked against the admission criteria for the school to determine who is offered the place.

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 Headteacher. Parents do not have the right to insist that their child is admitted to a particular year group.

Parents may also seek to apply for a deferred admission, i.e. where a child can start later than the beginning of the autumn term and up to the term following their 5th birthday.

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 the Council's electronic mapping system.

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 Christopher Taylor, Principal
Barton Hill Academy
Barton Hill Road
Torquay
Devon
TQ2 8JA

Tel: 01803 327 161

Nursery

Admission Number

Barton Hill Academy has an agreed Published Admission Number (PAN) of 34 for entry into nursery, based on two sessions per day. All applications will be admitted if 34 or fewer apply. There is no appeal process for nursery places.

For further information on the application for nursery places and the oversubscription criteria please contact the Academy.

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.

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.

Child Arrangements Order

A Child Arrangements 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).

Date of Application

The date of application is the closing date for on-time applications to reception; the cut-off date for any subsequent admission round for late applications; and the date the application is received by the school for any in year applications.

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 coordinated 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.