

# BUTTERSHAW BUSINESS & ENTERPRISE COLLEGE



## ADMISSIONS POLICY 2021/2022

Buttershaw Business and Enterprise College operates an admissions policy which seeks to ensure that it truly serves as an academy at the heart of its community. The Published Admission Number (PAN) for BBEC in Year 7 is 300.

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

The admission of pupils with a Education, Health and Care Plan is dealt with by a separate procedure. These children will be admitted to the named school named without reference to the oversubscription criteria below.

### **Oversubscription Criteria**

**Where the number of preferences for this school is more than the number of places available, priority will be given to:**

1. Looked after children or children who were previously looked after but ceased to be so because they were adopted or became subject to a child guardianship order. (see Note 1 )
2. Previously looked after children from outside of England and Wales who were adopted (see Note 1)
3. Children who have **exceptional** social or medical needs, supported by a written recommendation from the child's paediatrician/consultant or professional from Children's Services. The letter must explain why the school is the only suitable school to meet the child's needs and why no other school could provide the appropriate support. and when the school governors consider that a place should be agreed on these grounds.
4. Children who live in the academy's priority admission area who have an older brother or sister attending from the same address, who are at present in years 7 – 10 and who will still be attending the school at the time of admission (in area siblings). (see Note 2)
5. Children who live in the academy's priority admission area. (see Note 4)
6. Children who live outside the academy's priority admission area who have an older brother or sister attending from the same address, who are at present in years 7 – 10 and who will still be attending the school at the time of admission (out of area siblings). (see Note 2)
7. Children who attend another BDAT academy. (see Note 5)
8. All other children

### **Tie Break**

When demand exceeds places in any one of the above criteria, the distance between the child's home and school, measured by a straight line distance from the Ordnance Survey address point of the home to the main entrance to the school building, will be used to decide who is given a place; those living nearest being given the available places. Where the offer of places to applicants with equi-distant addresses would lead to oversubscription, the decision of who will be offered the place will be made by random selection by the drawing of lots by a member of the Local Authority's Admissions & Exclusion Service

### **Waiting List**

Where a child is refused an offer of a place at Buttershaw Business and Enterprise College due to oversubscription, parents and carers may contact the Local Authority Admissions Team and request that their child's name be placed on Buttershaw Business & Enterprise College's waiting list. The waiting list will be maintained by the Local Authority until the end of each academic year for which application was made. Waiting lists will be maintained in order of the oversubscription criteria. Parents must reapply once every academic year to remain on the waiting list.

### **Multiple Births**

Where a family of multiple births (twins, triplets etc) request admission and only one of the siblings can be offered a place, the remaining siblings will also be offered places above the admission number.

### **Notes for In Year Admissions (Years 7-11 at any time of year)**

Any parent or carer who would like to apply for a place at Buttershaw Business & Enterprise College for Years 7-11 at any time other than transition from Yr6 to Yr7, parents must complete an 'In-Year Common Application Form' which is available from the Local Authority's Admissions Team and should be returned to them fully completed. The Local Authority will advise Buttershaw Business & Enterprise College of all applications and as the 'admitting authority' Buttershaw Business & Enterprise College will advise the Local Authority's Admissions Team of all decisions made by the Academy's Admissions Panel to agree or refuse applications for a school place. The Admissions Team can be contacted on 01274 439200.

Allocations for Buttershaw Business and Enterprise College (BBEC) are made in accordance with the 'Co-ordinated Admission Scheme' which forms part of the Local Authority's (LA) published admission arrangements. In Bradford, parents may list up to three schools on the Common Application Form. Although legislation gives parents a right to express a preference for a particular school, the governing body has to consider whether your child qualifies for a place at BBEC using the published oversubscription criteria. If your child could be given a place at more than one of your preferred schools, the LA will offer a place at the highest-ranked preference.

The academy will admit up to 300 students in Years 8 and 9 and 270 in Years 10 and Year 11, in line with the published admission numbers at the time of the 'normal admissions round'.

### **NOTES**

1. A '*looked after child*' is a child who is in the care of the local authority, or being provided with accommodation by a local authority in the exercise of their social services functions. A previously '*looked after child*' who is no longer looked after in England and Wales because he/she is the subject of an adoption, special guardianship or child arrangements order which includes arrangements relating to with whom the child is to live.

A '*previously looked after child*' who has been in '*state care*' outside of England and Wales, accommodated by a public authority, a religious organisation or any other organisation the sole or main purpose of which is to benefit society and legally adopted.

2. The term '*sisters*' and '*brothers*' refers to children who live with the same family at the same address. Children living with the same family e.g. foster, adopted children and step-sisters and brothers are also included, cousins are not siblings.

3. 'Home Address' refers to the child's permanent home at the date of admission. Where the child lives with parents with shared responsibility, it is for the parents to determine which address to use when applying for a school. Proof of residency may be required at any time during or after the allocation process.
  
4. The academy's priority admission area can be viewed at [www.bdat-academies.org/](http://www.bdat-academies.org/). Any enquiries regarding whether or not you fall into the admissions area can be discussed with the academy.
  
5. BDAT Academies includes the following schools as November 2019– [www.bdat-academies.org/our-academies/](http://www.bdat-academies.org/our-academies/))
  - Christ Church Academy
  - Clayton St John CE Academy
  - Cullingworth Village Primary
  - East Morton Primary
  - Oxenhope CE Primary
  - ShIPLEY CE Primary
  - Academy at St James
  - St John's C of E Primary
  - St Oswald's Academy
  - St Philips Academy
  - Westminster CE Academy
  - Woodlands Academy
  - Wycliffe CE Primary

<b>Named Governor:</b>	Philip Turner
<b>Monitoring of the Policy:</b>	G Porter
<b>Reporting to:</b>	R Hartley
<b>Next Review Date:</b>	July 2021