

Admissions Policy
Academic year
2022/2023



Co-op Academy
Grange

Policy details

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Admissions Policy

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1. Policy Statement and Principles

The Admissions Policy for Co-op Academy Grange is based on approved admission criteria for Community Schools written by the Local Authority.

2. Students with an Education, Health and Care Plan

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

3. Oversubscription Criteria

Where the number of preferences for a school exceeds the number of places available, priority will be given to children in the following categories:

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 special guardianship or child arrangements order (see Note 1).
2. Children who were Previously Looked After Children outside of England and Wales who were adopted (see Note 2).
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.
4. Children 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 and who reside in the school's Priority Admissions Area (in-area siblings).
5. Children who live in the school's Priority Admissions Area (in-area distance).
6. Children 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)
7. All other children (out-of-area distance)

4. 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.

- 2) 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.
- 3) 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.
- 4) '*Home address*' refers to the child's permanent home at the date of admission. Where the child lives with split parents who have shared responsibility, it is for the parents to determine which address to use when applying for a secondary school. Proof of residency may be required at any time during or after the allocation process.

5. Tie Break

When demand exceeds places in any 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. Random selection will be the drawing of lots by the Local Authority.

6. 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.

7. Waiting List

When a child is refused an offer of a place at Co-op Academy Grange due to oversubscription, parents and carers may contact the Local Authority Admissions Team and request that their child's name be placed on the 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.

8. Right to Appeal

When the Local Authority, on behalf of Co-op Academy Grange, informs a parent of a decision to refuse their child a place at the school, they will be advised about the right to appeal to an Independent Appeal Panel and where to get an appeal form from. Parents will be informed that, if they wish to appeal, they must set out their grounds for appeal in writing.

A copy of the school's Priority Admissions Area is available to view at either the school's website or Bradford City Council's website.