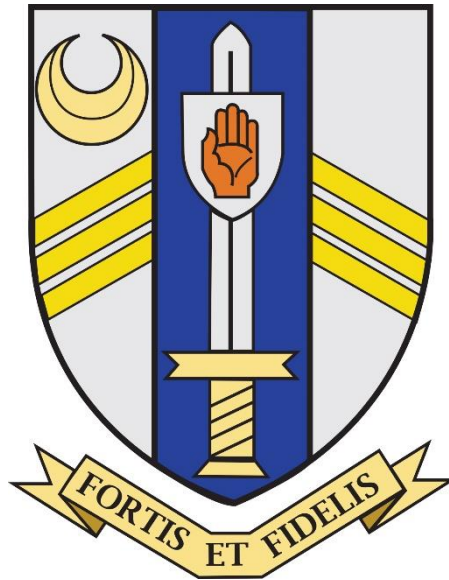


Sir John Nelthorpe School



Admissions Policy

Author	S.Howe
Last Reviewed	Autumn Term 2023
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Consultations/Training	SLT, Governors

Admission Policy - Academic Year 2023-2024

The Governing Body is the admission authority for Sir John Nelthorpe School.

PRIMARY TO SECONDARY ADMISSIONS

1. The admission arrangements for the academic year 2023/24 are available from the School and North Lincolnshire Council Websites.
2. If the number of applications for places is within the published admission number set for the School, a place will be allocated to everyone who applies.

The planned admission limit (PAN) for 2023/24 is 154

3. If the number of applications for places is higher than the published admission number, applications will be considered against the criteria set out below. The following factors, in priority order, will be used to decide which students will be given places. After the admission of children with statements of Special Educational Needs/Education, Health and Care Plan (EHCP) where the school is named in part 4 of the statement/recorded in the plan, we will use the following factors, in priority order, to decide which students will be given places.

(In addition, please note that we will always give priority to those who have actually applied for places over those who fulfil any of the criteria but have not actually made an application.)

- 4.1 Looked after children (children in public care) or a child who was previously looked after
- 4.2 Living in the catchment area
- 4.3 Children of staff
- 4.4 Having brothers or sisters who are already at the school when your child is due to start there
- 4.5 The last factor is geographical. We will give priority to those living nearest to the school (if there is more than one route, the distance measured is the shortest available safe route for pedestrians), from the front door of the child's home address (including flats) to the main entrance of the school, using the local authority's computerised measuring system.

Criteria 4.5 is also used as a tie-breaker. Whenever two children have the same priority based on criteria 4.2 for example, then the child who lives closest to the school will be given the higher priority.

Waiting Lists

If the school receives more applications for places than there are places available, a waiting list will operate. The position of children on the waiting list will be determined solely in accordance with the oversubscription criteria set out above.

Notes

Children who have a statement of special education needs/Education, Health and Care Plan (EHCP) where the school is named in part 4 of the statement/recorded in the plan.

These children will have undergone a statutory assessment of their special educational needs. Where a school is named in part 4 of the statement, the school must admit the child.

1. Looked after children

The definition of a 'looked after child' is a person under the age of 18 who is provided with accommodation by a local authority, acting in its social services capacity, for a continuous period of more than 24 hours, by agreement with the parents or in accordance with section 22 of the Children's Act 1989. Previously looked after refers to those children who immediately after being looked after became subject to an adoption order, child arrangements order (under the provisions of the Children and Families Act 2014), or specialist guardianship order (under Section 14A of the Children Act 1989). Children looked after under an agreed series of short term placements (respite care) are excluded.

2. Rules for residence (catchment)

On 31 December of the year before your child is due to go to secondary school, your child must be living in the school's catchment area. If you move to a school's catchment area after this date, we will not consider your request until we have firm proof (documentary evidence) that you are about to move (for example, a solicitor's letter confirming that exchange of contracts has taken place or a rental agreement). We have the right to investigate whether you live at the address you say you do and we may change any offer if incorrect information has been given. Where parents have shared access to a child only one address can be accepted, parents must agree which address is to be used for the purposes of allocating a school place. If parents cannot agree on an address the local authority will use the address to where the Child Benefit is paid.

3. Rules for children of staff

Included in this factor are children of staff in either or both of the following circumstances:

- where a member of staff has been employed at the school for two or three years at a time at which the application for admission to the school is made, and/or
- the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

4. Rules for siblings

Included in this factor are brothers or sisters, half brothers or sisters, adopted brothers or sisters, stepbrothers or sisters or the child of the parent/carer's partner living at the same address and who will be attending the school at the expected time of admission. In the event of two applications for one vacancy using the above criteria, the authority will apply a tie breaker decision based on geographical distance. The special cases of twins and triplets will be referred to the allocation panel if one is eligible for a place and the other(s) is/are not.

5. Appeals against a decision not to admit a child to the school

Parents have a legal right to appeal against a decision not to admit a child to the school. The school will be happy to provide information about this on request. Appeals should be addressed to the Clerk of Independent Appeals Panels.

Visiting Arrangements

The school holds an Open Evening for prospective parents/carers and pupils, usually in September. The date for this is widely advertised in the media, and will be available on our website in September. Also in September there will be some opportunities to see the school at work during the day. Please contact the school office for further information.

Contact Details

If you require any further advice or assistance, please contact the school.

Sir John Nelthorpe School
Grammar School Road, Brigg, DN20 8AA
Tel: 01652 656551
Email: admin@nelthorpe.org.uk
Website: www.SirJohnNelthorpe.co.uk

Monitoring and Review

The Senior Leadership Team and the Governing Body will review this policy on an annual basis.