



# HEANOR GATE SCIENCE COLLEGE

“Develop all learners to achieve their full potential”

“Create a culture of aspiration”



## ADMISSION POLICY 2021-2022

### 1. Admissions Authority

The admissions authority for Heanor Gate Science College is The Spencer Academies Trust. The Spencer Academies Trust determines admission arrangements for each academy within the Trust. The arrangements are implemented by the local governing body of each academy.

Our aims for the school are to DEVELOP ALL LEARNERS TO ACHIEVE THEIR FULL POTENTIAL and to CREATE A CULTURE OF ASPIRATION. This is what we all firmly believe in and strive to achieve at all times.

Heanor Gate Science College is a mixed 11-18 secondary school offering high quality secondary education to children in the community. Our school ethos of ‘Aspire, Learn and Achieve’ will permeate throughout everything we do and is a shared vision that every member of the school community can be part of. We will insist on the very highest standards for all of the students in our care. As part of the Spencer Academies Trust we work alongside other schools in ensuring we deliver the very best education possible.

### 2. PAN

The Published Admission Number (PAN) for Heanor Gate Science College for 2021-2022 is 237 pupils in Year 7.

### 3. How to apply and when decisions are made

Applications for first admission into year 7 must be made through the child’s home local authority (the area where the child lives). For Derbyshire County Council residents this can be found on the Derbyshire County Council website at <https://www.derbyshire.gov.uk/education/schools/school-places/apply-for-a-school-place.aspx>. Applications should be completed by the closing date for applications as stated in the Derbyshire County Council Coordinated Admissions Scheme. All other applicants must apply to their home local authority (the area where the child lives). Parents will be notified of the outcome of applications on National Offer Day which is available on the following link <https://www.derbyshire.gov.uk/education/schools/school-places/apply-for-a-school-place.aspx>.

For applications into other year groups, see the section on in year applications

### 4. How late applications are treated

Any applications received after the closing date, including changes of preference, are considered as late applications and will be processed after all on-time applications unless there are exceptional circumstances which must be made clear at the point of application, with supporting evidence, and before places are allocated.

### 5. Catchment Area

Heanor Gate Science College has a defined catchment area, details of which are available

- <http://www.heanorgate.org.uk/index.php/about-heanor-gate/applying-for-a-place>
- <https://apps.derbyshire.gov.uk/dotnet-applications/Admissions/NormalAreaFinder.aspx?admissiontype=Secondary&usercontrolfunction=AJAX>



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The fact that a child lives within the catchment area does not guarantee a school place. See section on Admission Oversubscription criteria

## 6. Admission Oversubscription Criteria for Years 7-11

In accordance with the School Admissions Code, Heanor Gate Science College operates within the Derbyshire County Council Coordinated Admissions Scheme. We do not currently require additional information to consider your application fully. In the event of oversubscription, the following criteria will be applied, in priority order, to decide which applications will be granted once places have first been allocated to pupils who have a statement of special educational need or education, health and care plan (EHCP) which names the school:

1. Children who are looked after by a Local Authority and previously Looked After children (see definition)
2. Students who are both living in the normal area served by the school and have brother(s) and/or sister(s) attending the school at the time of the admission, who have expressed a preference to attend the school.
3. Other students living in the normal area served by the school at the time of the admission, who have expressed a preference to attend the school, with those living nearest the school, measured as the shortest walking distance from the entrance of the student's home to entrance of the school's main administrative building, being accorded highest priority.
4. Students living outside the normal area served by the school who have brother(s) and/or sister(s) attending the school at the time of admission and who have expressed a preference to attend the school, with those living nearest the normal area boundary, measured as a straight line from the entrance to the student's home to the nearest point of the school boundary, being accorded the highest priority.
5. Students living outside the normal area served by the school who have expressed a preference to attend the school, with those living nearest the normal area boundary, measured as a straight line from the entrance to the student's home to the nearest point of the school boundary, being accorded the highest priority.
6. Students whose parents/carers did not request a place by the deadline for applications appropriate to the year of entry.

**Multiple Births** Where one child of a multiple birth can be admitted, the other child/children will also be admitted.

## 7. Admission Oversubscription Criteria for 6<sup>th</sup> form (where applicable)

The Published Admission Number for entry into Year 12 is 150. This includes students who are already on the roll of the school, having transferred from year 11, known as internal applicants.

Our academy sets academic entry criteria for the sixth form for all students. These are the same for both external and internal places. Details of these criteria can be found on our website or by contacting the academy direct.

In the event of oversubscription, the following criteria will be applied, in priority order, to decide which applications will be granted once places have first been allocated to pupils who meet the academic entry criteria and who have a statement of special educational need or education, health and care plan (EHCP) which names the school:

1. Children who are looked after by a Local Authority and previously Looked After children (see definition) who meet the academic entry criteria.
2. Applicants wanting to follow and study a programme where individual subjects are undersubscribed.



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## 8. *Tie breaker for oversubscription criteria in any year group*

In the event of oversubscription, within each of the criteria, priority will be given to children who live nearest to the school measured by a standard straight line distance calculated to within two metres. Distances are measured from the nearest gate entrance for secondary phase schools to the home address point, normally the house front door using a Geographic Information System (GIS) to measure the straight line distance. In the event of two distances being equal **the process will be independently verified by someone independent of the school.**

## 9. *In Year Applications*

All applications made outside of the normal year of entry should be made directly to the school and will be administered by the Governors in accordance with the criteria. If a place is available in the appropriate year group, then that will be offered. If no places are available the application will be refused and the right of appeal offered.

If a place is offered acceptance should be confirmed directly with the school within 10 school days. Arrangements will be made for the student to start at the beginning of the following half term unless there are exceptional circumstances and involves a move from out of County.

## 10. *Special consideration for all year groups*

In exceptional circumstances, special consideration may be given to children with particular medical needs, mobility support needs, special educational needs or other social circumstances that are supported by written evidence from a doctor, social worker or other relevant professional giving reasons why the school is the only school which could cater for the child's particular needs. The evidence must be presented at the time of application. The governing body will consider the written evidence provided to decide whether the application may be processed as 'special circumstances'. Admission under 'special circumstances' will have priority over all but the first numbered criteria.

## 11. *Admission of children outside the normal age group*

Parents may seek a place for their child outside of the normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Children should only be educated out of the normal age group in very limited circumstances.

Parents/carer should submit a request in writing to the Principal as early as possible for consideration by the Admissions Authority. Decisions will be made on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of the parent's views; information about the child's academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. The views of the Principal will also be taken into account

Where we agree to a parent's request for their child to be admitted out of their normal age group and, as a consequence of that decision, the child will be admitted to the age group to which pupils are normally admitted to the school, the application will be processed as part of the main admissions round, unless the parental request is made too late for this to be possible, and on the basis of our determined admission arrangements only, including the application of oversubscription criteria where applicable. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

## 12. *Right of appeal*

If your child is not allocated a place then you have a statutory right of appeal. Details of how to do this can be found in the letter refusing your application.



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## 13. *Waiting lists*

Where an application has been refused because the number of applications received has exceeded the number of places available, waiting lists will be maintained from offer day (for admission to the intake year) or, for in-year applications, the date when the application was refused.

Applications are only placed on the waiting list for a school where they have been refused a place and where it is ranked above a preference that has been allocated.

Priority on the waiting list will be determined by reference to the admission criteria and not by the date an application was received.

Waiting lists are maintained in partnership with Derbyshire County Council until the end of the academic year to which the application applies.

Inclusion on a waiting list does not mean that a place will eventually become available.

## 14. *Repeat applications*

Repeat applications on behalf of the same child, for admission in the same academic year, will not be considered unless the applicant can provide evidence that there has been a significant change in the particular circumstances of that child.

## 15. *False information*

Where the offer of a place is found to be based on fraudulent or intentionally misleading information on the application, which effectively denied a place to a child with a stronger claim to the place at the school, the offer of a place may be withdrawn.

Where a child has started attending the school on the basis of fraudulent or intentionally misleading information, the place may be withdrawn depending on the length of time that the child has been at the school.

Where the place or an offer has been withdrawn, the application will be reconsidered and the usual statutory right of appeal made available if a place is subsequently refused

## 16. *Definitions*

- **Attending school** is taken to be on roll at a school for the purposes of admissions.
- **Looked after and previously looked after.** 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 in accordance with section 22(1) of the Children Act 1989 at the time of making an application to a school. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). This includes children who were adopted under the Adoption Act 1976 and children who were adopted under section 46 of the Adoption and Children Act 2002. Child arrangements orders are defined in section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. 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).
- **Home Address** The child’s place of residence is taken to be the parental home, other than in the case of children fostered by a local authority, where either the parental address or that of the foster parent may be used. If a child’s parents live at separate addresses, the address where the child permanently spends at least three ‘school’ nights (Sunday, Monday,



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Tuesday, Wednesday or Thursday) will be taken to be the place of residence. Addresses of other relatives or friends will not be considered as the place of residence, even if the child stays there for all or part of the week. Evidence that a child's place of residence is permanent may also be sought by the governing body. **The evidence should prove that a child lived at the address at the time of the application.** Informal arrangements between parents will not be taken into consideration

- **Parents** For school admissions the school will consider the following as parents:
  - the mother of the child
  - an adoptive parent
  - the father of the child where he was married to the mother either when the child was born or at a later date
  - the father of the child if (since 1 December 2003) he was registered as the father on the birth certificate
  - any other person who has acquired 'parental responsibility through the courts
- **Siblings:** For school admissions the school will consider the following as sibling:
  - a brother or sister who share the same parents
  - a half-brother or half-sister or legally adopted child living at the same address as the child
  - a child looked after by a local authority placed in a foster family with other school age children
  - stepchildren or children who are not related but live as a family unit, where parents both live at the same address as the child.